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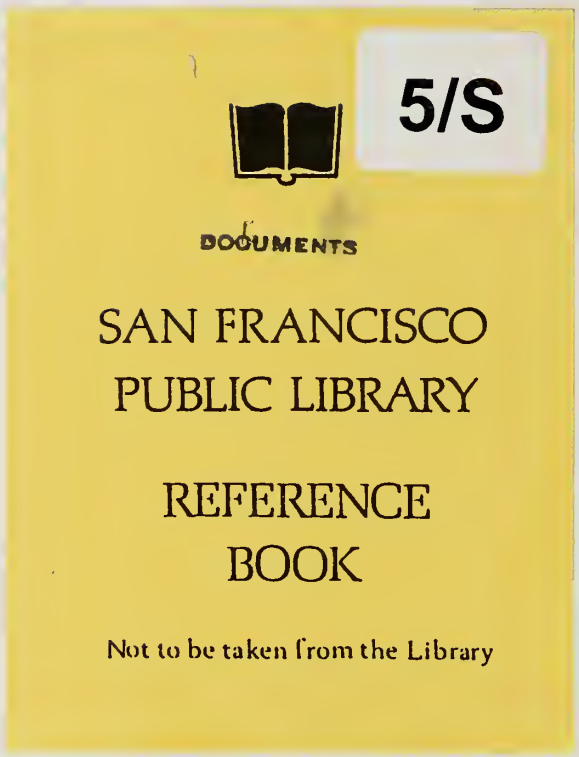

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SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
JANUARY 5, 1982

Minutes

The regualr meeting of the San Francisco Public Library Commission was held Tuesday, January 5, 1982 in the Commission Room of the Main Library.

The meeting was called to order at 4:30 PM by President Richardson.

On roll call the following were noted present: Commissioner Bransten, Callanan, Englander, Jebe, Raymundo & Stern.

It was moved by President Richardson, seconded by Jebe and unanimously approved that the December 1, 1981 Commission Meeting Minutes be accepted.

President Richardson wished everyone a happy New Year on behalf of the Commission.

CITY LIBRARIAN'S REPORT
Mr. John C. Frantz

1. Mr. Frantz introduced two visiting library school interns to the Commission.

2. Congressman Paul Simon held a hearing on reauthorazation of LSCA on Monday December 7, 1981. Congressman Peter Pyser from New York also attended the hearing.

3. CLA met in San Francisco December 12-16, 1981.

4. Mr. Frantz announced that Commissioner Lucio C. Raymundo was appointed a member of BALIS advisory board on December 21, 1981 by the Board of Supervisors.

5. Mr. Frantz will be attending a symposium for city department heads to better understand motivation in city management at the Transamerica Building February 1-5, 1982.

SECRETARY'S REPORT
Mr. Richard P. Walsh

1. No Report

LIBRARIAN'S GUILD
Ms. Florence Mitchell

1. Ms Mitchell asked that the library be closed Saturday, February 13th in order to give staff a four day weekend. Ms. Mitchell pointed out that there would be some personnel cost savings if everyone was on a Monday thru Friday schedule the second week of February . It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the library be closed Saturday February 13, 1982.

OTHER STAFF REPORTS

1. No report.

FRIENDS OF THE LIBRARY REPORT

1. No report.

KEEP LIBRARIES ALIVE REPORT

1. Commissioner Stern thanked KLA for their tremendous efforts on the LSCA Congressional hearings.

2. President Richardson requested that Commissioners send get well messages to Mary Louise Stong, 1050 North Point San Francisco 94109.

PLANNING & OPERATIONS

1. Commissioner Englander reported that the Planning & Operations Committee met at 4:30 PM, Tuesday, December 15, 1981.

The Committee concluded that it would be desirable to create a citizen advisory board for the Communications Center.

The President of the Library Commission would appoint five members, with a alternate for each, to represent the constituencies of Talking Books, deaf services,

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neighborhood residents, media users and wheelchair users. Mayor Feinstein would be invited to designate a member of her staff to act as a non-voting liaison between the board and her office.

The board would meet quarterly, elect a chairperson from among its members, and provide advice to the Communications Center librarian on priorites for services to the various constituencies represented and possible sources of additional revenue, resources and support for Center activities. The board members could also funnel user suggestions or complaints to the Center from groups or individuals making use of its services.

Advisory board members could be called upon by the Center librarian to communicate the interests and needs of the constituencies to groups and organizations interested in supporting the activities of the Center as well as to describe the services provided by the Center to potential contributors, users or interested parties.

Board members would not be directly involved in routine administrative operation on a day-to-day basis but, rather would address themselves to policy issues on the type and quality of services to be provided.

The principal staff contact between the board and the library would be the head of the Communications Center. In the event of a disagreement or dissatisfaction between the board and librarian, problems would be taken first to the appropriate Chief or Coordinator. Any subsequent appeals would be to the City Librarian, and to the Library Commission.

The Committee also concluded that implementation of the proposed board be delayed until a review and evalution of the idea can be made by Dr. Lowell Martin at a time appropriate in his general study of the library.

PUBLIC RELATIONS

1. Commissioner Stern reported that the Public Relations Committee met at noon December 9, 1981. The Committee discussed possible locations for public hearings on Dr. Lowell Martins' study. Tentative plans include evening meetings at Main, Mission & Merced and an afternoon meeting at the Business Library.

2. Gil McNamee reported that David Dietz included in his column of December 30, 1981 in the Examiner a New Years resolution for everyone--to send a check to the San Francisco Business library.

PERSONNEL

1. Commissioner Callanan moved the adoption of Resolution #1271, this was seconded by Commissioner Raymundo, and unanimously approved.

RESOLUTION #1271

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of December, 1981, and also resignation of Non-Civil Service, temporary and part-time positions made during the month of December.

FINANCE

1. No Report

NEW BUSINESS

1. Commissioner Raymundo reported that the Nominating Committee met on December 12, 1981. The Committee nominated Commissioner Jebe, President; Commissioner Raymundo, 1st Vice-President and Commissioner Callanan 2nd Vice-President. The Commission voted unamiously in favor of these candidates.

2. Commissioner Stern presented a book entitled GUNS DON'T DIE, PEOPLE DO, By Peter Sheilds to the Library.

3. Commissioner Bransten thanked President Richardson for her many dfforts during the past year, he also thanked all library personnel, Friends of the Library and Keep Libraries Alive for their support of the library over the past year.

4. It was moved by Commissioner Bransten, Seconded by Commissioner Jebe and unanimously approved that the following resolution be adopted.

RESOLUTION #1272

WHEREAS, the Friends of the San Francisco Public Library has commissioned Dr. Lowell A. Martin to conduct a study of the library system and formulate conclusions and recommendations for allocating limited and diminishing public financial support, and

WHEREAS, Dr. Martin is a highly trained and experienced library consultant who has achieved a national reputation for the excellence of his work with urban public libraries, now, therefore,

BE IT RESOLVED, that the Library Commissioners will fully co-operate with Dr. Martin in the conduct of his study, and that the Library Commission will give very careful consideration to the conclusions and recommendations contained in the final report.

5. Dr. Martin thanked the Commission and told them that he would have policy recommendations prepared by the end of January and detailed plans by mid-February.

6. Commissioner Englander announced that his term as Commissioner expires January 15, 1982 and he will ask the Mayor not to consider him for reappointment.

Each of the Commissioners expressed their best wishes to Commissioner Englander for continuing success and their gratitude for his hard work while serving on the Commission.

There being no further business to transact, the January 5,, 1982 Library Commission Meeting was adjourned at 5:45 PM in honor of the memory of past Library Commissioner William M. Malone.

The next regular meeting will be held February 2, 1982, at 4:30PM in the Main Library.

Respectfully submitted,

Richard P. Walsh, Secretary
LIBRARY COMMISSION

RW/tkt

Documents

RESOLUTION NO. 1271

December 31, 1981

RESOLVED, that the following Non-civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December 1981, be approved:

3602 Full-time Library Page

Hammon, David

3610 Library Assistant

Reilly, Mary

3616 Library Tech. Asst. I

Bullick, Donald

3630 Librarian I

Bremer, Catherine
Jeffrey, Debby A.

3602 Part-time Library Page

Arevalo, Ana M.
Bernal, Ernesto
Gordon, Donna
Lacabanne, Steven
Lee, Linda

And further, that the following resignations of Non-civil Service, temporary and part-time positions be accepted:

1422 Jr. Clerk Typist

Hammon, David

1424 Clerk Typist

Martin, Patricia

3602 Full-time Library Page

Gordon, Donna

3616 Library Tech. Asst. I

Arkin, Nancy Jean
King, Sally

3602 Part-time Library Page

Chan, Philomena
Tam, Elisa
Walkup, Janet

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SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
FEBRUARY 2, 1982

The regular meeting of the San Francisco Public Library Commission was held Tuesday, February 2, 1982 in the Commission Room of the Main Library.

The meeting was called to order at 4:30 p.m. by President Jebe.

On roll call the following were noted present: Commissioners Stern, Callanan, Richardson, Jebe, Raymundo, and Bransten.

It was moved by Commissioner Jebe, seconded by Commissioner Raymundo, and unanimously approved that the January 5, 1982 Commission Meeting Minutes be accepted.

CITY LIBRARIAN'S REPORT
Karen Scannell for
John C. Frantz

1. Gladys Hansen was commended on her very successful City Name's Day Celebration of Friday, January 29, 1982.

2. Commission members are urged to look at the exhibit on the Second Floor in honor of Black History Month and to attend the reception, which will be held in the San Francisco Room on Wednesday, February 17, 5:00 p.m. - 6:30 p.m.

3. On January 14th, Excelsior Branch went online with the CLSI circulation system, and on January 28th the Children's Room at Richmond Branch did likewise. It is hoped that the entire Richmond Branch will be online within a few weeks' time.

4. Karen Scannell announced that she has compiled the MBO statistics for branches which the Mayor has requested and will distribute them shortly.

SECRETARY'S REPORT
Richard Walsh

1. Mr. Walsh received a written report from the Bureau of Architecture stating that the anticipated completion date of the Main Library's handicapped ramps is June 7, 1982.

LIBRARIAN'S GUILD
Ms. Florence Mitchell

1. No report

OTHER STAFF REPORTS

1. No report

FRIENDS OF THE LIBRARY

1. The Friends of the Library's next annual board meeting will be held on February 5, 4:30 p.m. Their annual membership meeting will be February 25, 4:30 p.m., Lurie Room.

KEEP LIBRARIES ALIVE REPORT

1. Commissioner Stern spoke briefly on the National Library Act and the organizing that is being done to support this new bill to keep libraries alive.

PERSONNEL COMMITTEE

1. Commissioner Callanan reported on the January 13 meeting during which current MOU issues were discussed.

   Mr. Murphy stated that the Personnel Rules are in the process of being printed and will be distributed as soon as possible.

   Mr. Walsh reported that the Water Quality Control Board is inspecting water quality at the Main and various branch libraries. Mr. Walsh will report to the Commission the Control Board's findings.

   The motion was made by Commissioner Callanan, seconded by Commissioner Jebe, and unanimously approved that the Library Commission send a letter to the Board of Supervisors requesting copies of the Salary Standardization Ordinance for all the libraries.

   Notification that Library employees will be given sufficient time off to vote will be posted in all the libraries and will also appear in the "Personnel Notes." Copies of the appropriate section of the State Election Code will be distributed to all libraries.

   All other MOU items either have been resolved or are in the process of being resolved.

2. The adoption of Resolution #1272 was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved:

APPROVED, Non-Civil Service, Temporary and Recertification of Temporary appointments made during the month of January 1982.

PLANNING & OPERATIONS

1. Commissioner Stern introduced Dorothy Walden and Jeanna Haney, members of the Ad Hoc Committee to Save the Business Library. Ms. Walden reported on the work of the committee and announced that they have raised approximately $5,100 in donations from over 230 individuals for the Business Library since last May.

Ms. Haney reported that the Ad Hoc Committee is looking into two possibilites:

A. To see whether or not a corporation in the private sector would be willing to give the Business Library space; and, B. an "Adopt the Business Library" program. Also, for a $1.00 donation, you may obtain a button saying "I'M BULLISH ON THE BUSINESS LIBRARY".

FINANCE

1. No report

NEW BUSINESS

1. Mayor Feinstein is meeting on a monthly basis with commission presidents of all City departments. She is having each president give a monthly report. Commissioner Jebe feels that this is a good way to get all commissions to know each other and to resolve their problems jointly.

2. Dr. Lowell Martin announced that the library study is on schedule. At the time of the Mayor's budget meeting, February 18, Dr. Martin will be able to present broad policy recommendations. A summary of the recommendations will be sent to Commissioners on February 26; the full report will be distributed the following week.

There being no further business to transact, the February 2, 1982 Library Commission Meeting was adjorned at 5:30 p.m.

The next regular meeting will be held Tuesday, March 2, 1982 at 4:30 p.m. in the Main Library.

Respectfully submitted,

Richard P. Walsh

Richard P. Walsh, Secretary
LIBRARY COMMISSION

RW/tkt

RESOLUTION NO. 1272

January 29, 1982

RESOLVED, that the following Non-civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January 1982, be approved:

1436 Braillist

Drain, Mary

3602 Full-time Library Page

Selman, William

3610 Library Assistant

Jensen, Lisa
Richardson, Avis

3616 Library Tech. Asst. I

Armentrout, Mary
Shapiro, Charles

3630 Librarian I

Vogel, Carl S.
Yamada, Louise

3602 Part-time Library Page

Henning, David
Lai, Malinda
Lang, David
Omran, Carmen
Pelitera, Jerome
Rostant, Suzanne
Sumera, Ruben
Troung, Kim
Yarowsky, Max
Young Lydia
Mudore, Kevin

And further, that the following resignations of Non-civil Service, temporary and part-time positions be accepted:

3602 Part-time Library Page

Ben-Itzak, Paul
Estonilo, Alex
Fredericks, Diane
Omran, Carlos
Chan, Christina
Stern, Peter

3616 Library Technical Assistant I

Michaux, Belinda

3630 Librarian I

Cannan, Jodie

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SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
MARCH 2, 1982

Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday March 2, 1982, in the Commission Room of the Main Library.

The meeting was called to order at 4:30 p.m. by President Jebe.

On roll call the following were noted present, Commissioner Bransten, Callanan, Raymundo, Richardson & Stern.

It was moved by Commissioner Bransten; seconded by Commissioner Raymundo, and unanimously approved that the February 2, 1982 Commission Meeting Minutes be approved.

CITY LIBRARIANS REPORT
John C. Frantz

1. Mr. Frantz reported on the seminar he attended along with other city department heads from February 1-5. Over twenty city department heads attended the seminar. Mr. Frantz recommended that some of the senior library staff attend the next sequence of classes scheduled for mid-summer.

2. Mr. Frantz announced that Commissioner-designate Mary Louise Stong will be sworn in as a Library Commissioner tomorrow, March 3, at 11:15 a.m. in the Mayors Office. Everyone is invited to attend.

3. Mr. Frantz reported that he has met with representatives from a number of private and public agencies in the Bay Area which have some responsibilities for cultural educational activities. The purpose of the group is to achieve better communications and co-ordination amoung cultural educational activities, which are going on in the Bay Area and to inventory some of the resources that are available.

4. On February 17, Commissioners Callanan and Bransten were sworn-in for new four year terms.

5. On February 17, Commissioner Stern and Mr. Frantz represented the Library at the celebration of the culmination of the Black Oral History Project which was conducted in the San Francisco Room.

6. Mr. Frantz also presented a draft of a press release dealing with the Lowell Martin Study. Commissioner Raymundo recommended that the wording regarding closure of branches be changed to a more positive statement about strengthing of branches.

SECRETARYS REPORT
Mr. Richard Walsh

1. No report.

LIBRARIAN'S GUILD
Ms. Florence Mitchell

1. No report.

OTHER STAFF REPORTS

1. No report.

FRIENDS OF THE LIBRARY

1. Commissioner Stern reported that she attended a meeting of the Friends on February 25. Steven Walter has replaced David Lelewer as President of the Friends. At this meeting Dr. Martin gave a presentation summarizing the findings of his report.

2. Mr. Frantz announced that the series of 'Evenings with Authors' netted about $15,000 for the Friends. A second series of lectures will begin in October.

KEEP LIBRARIES ALIVE

1. Mary Louise Stong announced that Bill SB358 was passed by the Senate. It was moved by President Jebe and seconded by Commissioner Stern that a letter be sent by the Commission to Assemblyman Robert C. Frazee,; Chairman of the Local Government Committee, in support of this bill.

PERSONNEL COMMITTEE

1. Commissioner Callanan moved the adoption of resolution #1273, this was seconded by Commissioner Raymundo and unanimously approved:

   APPROVED Non-Civil Service, Temporary and Recertification of Temporary appointments made during the month of February 1982.

A. The Personnel Committee met on February 11 at 4:00 p.m., and discussed an exchange program for librarians and establishment of classification Librarian IV. A letter has been sent to John Walsh regarding the possibility of Librarian IV. The Guild, Civil Service, Retirement System and Library Administration will meet on the question of an exchange program.

PLANNING AND OPERATIONS

1. Commissioner Stern reported that the Planning and Operations Committee met on February 16 at 4:30 p.m. and was attended by herself and Commissioner Bransten. A tentative schedule for public hearings on the Lowell Martin Study was discussed.

PUBLIC RELATIONS

1. No report.

FINANCE

1. No report.

NEW BUSINESS

1. Commissioners Stern and Jebe commended Dr. Lowell Martin on the progress he has made on the report.

2. Commissioner Raymundo reported that he attended a meeting of the BALIS System Advisory Board on February 4. Alameda County will terminate its agreement as fiscal agent with BALIS on June 30, 1982. By then BALIS will have been reorganized under the joint exercise of Powers Act and on contract for fiscal services.

3. Commissioner Raymundo will draft a letter for President Jebe's signature inviting Mr. Marciano Conception, Officer-in-Charge of the Manila City Library to visit the San Francisco Public Library.

There being no further business to transact, the March 2, 1982 Library Commission Meeting was adjorned at 5:00 p.m.

The next regular meeting will be held Tuesday April 6, 1982 at 4:30 p.m. in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

RESOLUTION NO. 1273

February 26, 1982

RESOLVED, that the following Non-civil service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February 1982 be approved:

3610 Library Assistant

Pelitera, Jerome
Burgoyne, Frank

3616 Library Technical Assistant I

Collins, Patricia

3602 Part-time Library Page

Bundalian, Maribeth
Byrd, Vassar
Coleman, Helen
Ngan, Celina
Reynolds, John
Toyama, Robert
Wong, John
Wong, Myron

And further, that the following resignations of Non-civil service, temporary, and part-time positions be accepted:

3610 Library Assistant

Gordon, Donna
Jensen, Lisa
Runyan, Susan

3630 Librarian I

Wilensky, Sharon
Yamada, Louise

3602 Part-time Library Page

Ellis, Robert
Lee, Peter
Lew, Albert
Lum, Curtis
Spaizman, Michael
Sumera, Ruben
Szeto, Gwen
Wong, Benson
Wong, Rowena

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SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
APRIL 6, 1982

Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday, April 6, 1982 in the Commission Room of the Main Library.

The meeting was called to order at 4:30 PM by President Jebe.

On roll call the following Commissioners were noted present: Commissioners Bransten, Callanan, Raymundo, Richardson, Stern and Stong.

It was moved by Commissioner Raymundo, seconded by Commissioner Richardson and unanimously approved that the March 2, 1982 Commission Meeting Minutes be accepted.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Mr. Frantz announced that May 5, 1982, is legislative day in Sacramento. It is an all day affair which librarians, trustees, commissioners and Friends of the Library are invited to make appointments with their Sacramento delegation to talk about SB358 and the importance of libraries in general. Mr. Frantz offered to co-ordinate the trip to Sacramento for interested Commissioners.

2. SB 358 unanomously passed the local government committee and now goes to the Ways & Means Committee. Communications to John Vasconcellos, Chairman of the Assembly Ways & Means Committee, are in order to urge approval of the bill.

3. Mr. Frantz presented a Joint Exercise of Powers Agreement for the Bay Area Library and Information System to the Commission. The agreement is a change of format from the existing letter of agreement approved by the Commission in March, 1981. It was moved by Commissioner Raymundo, seconded by Commissioner Richardson and unanomously approved that this agreement be accepted.

4. Mr. Frantz presented a memo to the Commission dated April 6, 1982 which listed the major policy issues and administration recommendations contained in the Lowell Martin report. For each, Mr. Frantz also noted selected questions or views of the general librarian staff.

Lengthy discussion followed concerning the pros and cons of various recommendations.

(A copy of the memo is on file in the Secretary's Office and copies are available for review in the Main Library subject departments and all branches).

5. Sally Houston of the Librarians Guild read the Guild response to the Martin plan. The Guild recommends 13 "Superbranches" and opposed removal of any significant part of the print collection from the Main Library. They urged the Commission to adopt four principles-a reference only Main, consolidated branches, a year of planning and restructing of administration and to direct the administration to allocate staff and materials according to that policy.

(A copy of the Guild response on file in the Secretary's Office).

6. Effie Lee Morris spoke to the Commission about moving the Main Childrens Room from the Main Library. Ms. Morris stated that the Main ChildrensRoom is heavily used by children from the Tenderloin. She stated that the Executive Committee of the Mayors Advisory Council on Day Care Centers, has gone on record as opposing moving the Main Childrens Room from the Main Library.

SECRETARY'S REPORT
Richard Walsh

1. Mr. Walsh reported that work has resumed on installing the handicapped ramps at the Main Library. Anticipated completion is still scheduled for June.

2. The public address system is being installed in the Main Library and should be operational in three or four weeks.

3. Mr. Walsh received a letter from the Water Quality Division of the Water Department. All test reports on the Library's drinking water are within the standards as set forth by the U.S. Environmental Protection Agency.

4. A petition containing 841 signatures has been received opposing the closure of Bernal Heights Library.

5. A petition containing 37 signatures has been received opposing the closure of the North Beach and Golden Gate Valley branches.

LIBRARIAN'S GUILD

1. No report

OTHER STAFF REPORTS

1. No report

FRIENDS OF THE LIBRARY REPORT

1. No report

KEEP LIBRARIES ALIVE REPORT

1. No report

REPORTS OF STANDING COMMITTEES
PERSONNEL

1. Commissioner Callanan moved the adoption of Resolution #1274, this was seconded by Commissioner Stern and unanimously approved.

   APPROVED, Non-Civil Service Temporary and re-Certification of Temporary appointments made during the month of March, 1982, and also resignation of Non-Civil Service, temporary and part-time positions made during the month of Mardh, 1982.

PLANNING & OPERATIONS

1. Commissioner Stern thanked everyone who helped make the public hearings so successful.

PUBLIC RELATIONS

1. Commissioner Bransten reported the Library has received excellent newspaper coverage during the past few weeks.

FINANCE

1. Commissioner Raymundo moved the adoption of Resolution #1275, this was seconded by Commissioner Stern, and unanimously approved.

   RESOLVED, that the Library Commission hereby authorizes the attendance of Glenda Hooper at the "Microcomputers in Libraries: Option or Necessity?" workshop May 20 and 21 in South San Francisco, expenses to be paid from Bay Area Reference Center funds, as such funds permit.

There being no further business to transact, the April 6, 1982 Library Commission Meeting was adjorned at 6:15 PM.

The next regular meeting will be held Tuesday, May 4, 1982 at 4:30 PM, in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

RESOLUTION NO. 1274

March 31, 1982

RESOLVED, that the following Non-civil service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March 1982 be approved:

3634 Librarian III

Thieme, Marilyn

3632 Librarian II

Drissen, Sandra

3630 Librarian I

Gibbs, Mary
Mahoney, Ellen

3610 Library Assistant

Gallofin, Rumella
Grossbach, David
Rocha, Irene

3616 Library Technical Asst. I

Costello, Mary C.

3602 Part-time Library Page

Anabu, Roman
Bonotto, Gale C.
Constantino, Grace
Dinkins, Angela
Hargis, Joanne
Ng, Philip K.
Szydlowski, Joseph

And further, that the following resignations of Non-civil service, temporary, and part-time positions be accepted:

3602 Part-time Library Page

Byrd, Vassar
Chau, Kelvin
Chow, Kam
Lopez, Hector
Mikulik, Carol

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SAN FRANCISCO PUBLIC LIBRARY
SPECIAL COMMISSION MEETING
APRIL 12, 1982

A special meeting of the San Francisco Public Library Commission was held Monday, April 12, 1982 in the Lurie Room of the Main Library.

The agenda for the meeting was to consider the recommendations of Dr. Lowell Martin and adopt a plan for San Francisco library services.

The meeting was called to order at 3:05 PM by President Jebe.

On roll call the following were noted present: Commissioners Bransten, Callanan, Raymundo, Richardson, Stern, Stong.

Public testimony was received from various patrons of the library system regarding the study. Commissioner Callanan noted that the Commission received a large amount of written testimony at this meeting and has had no time to review it. It was moved by Commissioner Richardson, seconded by Commissioner Bransten and unanimously approved that a special Commission meeting be held at 4:00 PM, April 19, 1982 in the Lurie Room of the Main Library to continue discussion of a plan for library services. President Jebe announced public testimony will not be received at this meeting and urged interested parties to submit written testimony to the Commission, through the Secretary, no later than Wednesday, April 14, 1982.

The meeting was adjourned at 5:40 PM.

Respectfully submitted,

Richard Walsh, Secretary
LIBRARY COMMISSION

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
APRIL 19, 1982

Minutes

A special meeting of the San Francisco Public Library Commission was held on Monday, April 19, 1982 in the Lurie Room of the Main Library.

The meeting was called to order at 4:12 PM, by President Jebe.

On roll call the following were noted present: President Jebe, Commissioners Bransten, Callanan, Raymundo, Richardson, Stern, and Stong.

SPECIAL ORDER OF BUSINESS:
ADOPTION OF A PLAN FOR LIBRARY SERVICES

1. Commissioner Callanan moved that the Commission accept the Lowell Martin report in principle but with the following exceptions: that Bernal Heights, Eureka Valley, North Beach and Park branches remain open and that Parkside and Western Addition branches be used for special library purposes. This was seconded by Commissioner Raymundo.

2. Commissioner Bransten stated he supported the plan in general. Commissioner Stong stated that she supported the plan in principle but suggested that the Commission consider each branch individually.

3. Commissioner Stong moved the motion be tabled so that branches could be considered individually. This was seconded by Commissioner Stern. Roll call vote: Ayes- Bransten, Jebe, Richardson, Stern, Stong. Noes- Callanan and Raymundo.

4. Commissioner Stong moved the Commission accept the Lowell Martin study in parinciple and that disposition of branches be voted on individually. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

5. Commissioner Callanan moved that the seven "super" branches (Chinatown, Excelsior, Marina, Mission, Richmond, Sunset and West Portal) be accepted. This was seconded by Commissioner Stong. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

6. Commissioner Stong moved that the Commission accept the administration recommendation of a three-tier branch system consisting of super-branches ,regular branches and special purpose branches. This was seconded by Commissioner Richardson. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Stong. Noes- Richardson, Stern.

7. Commissioner Stong moved that Anza Branch be a "regular" branch. This was seconded by Commissioner Raymundo. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Stong. Noes- Richardson, Stern.

8. Commissioner Callanan moved that Eureka Valley Branch be a "regular" branch. This was seconded by Commissioner Raymundo. Roll call: Ayes- Bransten, Callanan, Jebe, Raymundo, Stern, Stong. Noes- Richardson.

9. Commissioner Callanan moved that Merced Branch be a "regular" branch. This was seconded by Commissioner Stong. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stong. Noes- Stern.

10. Commissioner Callanan moved that North Beach Branch be a "regular" branch. This was seconded by Commissioner Bransten. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

11. Commissioner Bransten moved that Ortega Branch be a "regular" branch. This was seconded by Commissioner Richardson. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stong. Noes- Stong.

12. Commissioner Callanan moved that Bernal Heights Branch be a "special-purpose" branch. This was seconded by Commissioner Bransten. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo. Noes- Richardson, Stern, Stong.

13. Commissioner Stong moved that Noe Valley Branch be a "special-purpose" branch. This was seconded by Commissioner Callanan. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Stern, Stong. Noes- Richardson.

14. Commissioner Stong moved that Park Branch be closed. This was seconded by Commissioner Bransten. Roll call vote: Ayes- Bransten, Jebe, Richardson, Stern, Stong. Noes- Callanan, Raymundo.

15. Commissioner Richardson moved that the Communications Center be a "special-purpose" branch. This was seconded by Commissioner Raymundo. Roll call vote: Ayes- Bransten, Jebe, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

16. Commissioner Raymundo moved that Potrero Branch be a "special-purpose" branch. This was seconded by Commissioner Callanan. Roll call vote:Ayes- Bransten, Jebe, Callanan, Raymundo, Richardson, Stern, Stong.

17. Commissioner Callanan moved that Visitation Valley Branch be a "special-purpose" branch. This was seconded by Commissioner Raymundo. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

18. Commissioner Callanan moved that Waden Branch be a "special-purpose" branch. This was seconded by Commissioner Bransten. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

19. Commissioner Bransten moved that Ocean View Branch be closed. This was seconded by Commissioner Richardson. Roll call vote: Ayes- Bransten, Callanan, Jebe, Richardson, Stong. Noes- Raymundo, Stern.

20. Commissioner Bransten moved that Glen Park Branch be closed. This was seconded by Commissioner Stong. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

21. Commissioner Bransten moved that Golden Gate Valley Branch be closed. This was seconded by Commissioner Raymundo. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

22. Commissioner Raymundo moved that Ingleside Branch be closed. This was seconded by Commissioner Stern. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

23. Commissioner Stong moved that Portola Branch be closed. This was seconded by Commissioner Bransten. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

24. Commissioner Stern moved that Western Addition Branch be closed. This was seconded by Commissioner Bransten. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

25. Commissioner Callanan moved that Western Addition facility be designated as a children's library. This was seconded by Commissioner Richardson. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

26. Commissioner Callanan moved that Parkside Branch be a "special-purpose" branch. This was seconded by Commissioner Raymundo. Roll call vote: Ayes- Bransten, Callanan, Jebe, Raymundo, Richardson, Stern, Stong.

There being no futher business to transact, the Special Meeting of the Library Commission was adjourned at 6:35 PM.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

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MAY - 9 1982
SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
MAY 4, 1982

Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday May 4, 1982 in the Commission Room of the Main Library.

The meeting was called to order at 4:35 PM by President Jebe.

On roll call the following Commissioners were noted present: Commissioners Callanan, Jebe, Raymundo, Richardson, and Stong.

Commissioners Bransten and Stern were excused.

It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the April 6, 1982 Commission Meeting Minutes be accepted.

It was moved by Commissioner Raymundo, seconded by Commissioner Callanan and unanimously approved that the April 12, 1982 Special Commission Meeting Minutes be accepted.

It was moved by Commissioner Richardson, seconded by Commissioner Callanan and unanimously approved that the April 19, 1982 Special Commission Meeting Minutes be accepted.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Mr. Frantz asked Anne Halderman to present a staff recommendation on user's fees for the Dialog data base. Mrs. Halderman reported that patrons will be asked how much they are willing to spend for a search. Patrons would not be charged for the first $10.00 of search information. An additional $20.00 would be charged to those patrons who live outside the San Francisco and BALIS service area. The Friends of the Library are asked to continue to subsidize the service as a whole.

   Commissioner Stong moved that the Commission approve in principle the charging for computer assisted reference service above $10.00 in order to partially reimburse the Friends of the Library who are providing funds for the service. Futhermore, that this is subject to approval by the City Attorney. This was seconded by Commissioner Raymundo and unaimously approved.

2. Mrs. Halderman asked the Commission to increase some charges for inter-library loan requests. Commissioner Callanan moved that as of July 1, 1982 the first ten pages of an inter-library loan request will be free; that 25¢ per page will be charged for requests over ten pages and that a $2.50 mailing and handling fee be charged to special and out-of-state libraries since the San Francisco Public Library is not reimbursed from the State for serving these institutions. This was seconded by Commissioner Stong and unanimously approved.

3. Mr. Ramirez asked the Commission to adopt the Lowell Martin recommendation of transferring the genealogy collection at the Main Library to the Sutro Library. It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the Commission approve in principle the Lowell Martin recommendation that an indefinate loan be made of the genealogy collection at the Main Library to the Sutro Library subject to negotiation between the Administration, genealogical societies, and the Sutro Library.

4. On the recommendation of the City Librarian, Commissioner Callanan moved that the City Librarian be authorized to ask the Civil Service Commission to create a position of Chief of Automated Services. This position would entail updating the current job description for Chief of Technical Services. This was seconded by Commissioner Stong and unanimously approved.

5. Commissioner Raymundo moved the adoption of Resolution #1279, this was seconded by Commissioner Stong and unanimously approved.

AUTHORIZING SALD OF PORTION OF CITY-OWNED PROPERTY IN KERN COUNTY TO THE COUNTY OF KERN FOR PURPOSE OF RE-ALIGNING BAKERSFIELD-GLENVILLE ROAD.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The County of Kern intends to realign part of the Bakersfield-Glennville Road located in Section 4, T28S, R28E, M.D.M., owned by the City and County of San Francisco.

Section 2. This property is part of the Alfred Fuhrman Bequest (Final Distribution of December 15, 1941) to the City and County of San Francisco for the equal benefit of the Public Library and Golden Gate Park. Resolution 2331 (Series of 1939), December 31, 1941, accepted the bequest, designating the Library Commission and the Park Commission as Trustees.

Section 3. Based on an independent fee appraisal, Kern County has offered the City and County of San Francisco $1,917.00 as the fair market value of the 4.26 acre parcel described in the proposed grant deed on file with the Clerk of this Board. Kern County has requested purchase of the porperty by direct sale rather than eminent domain proceedings.

Section 4. The Director of Property has determined the offer represents the fair market value of the property.

Section 5. The sale of this property will not affect the Master Plan.

Section 6. The offer is hereby accepted. The Mayor and Clerk of the Boark of Supervisors are authorized to execute and the Director of Property shall deliver a grant deed to Kern County upon receipt of the purchase price.

6. Mr. Frantz announced that May 5 is CLA Legislative Day in Sacramento and all library supporters are invited to visit their Sacramento delegation.

7. Mr. Frantz announced that the Culture and Recreation Committee of the Board of Supervisors will meet on May 6 to discuss Board of Supervisors support for SB358. Mr. Frantz will attend this meeting.

SECRETARY'S REPORT
Richard Walsh

1. Mr. Walsh reported that the public address system has been installed at the Main Library and is now operational.

LIBRARIAN'S GUILD

1. No report

OTHER STAFF REPORTS

1. No report

FRIENDS OF THE LIBRARY

1. On behalf of the Commission, President Jebe thanked the Friends for the continued financial support given to the Library.

KEEP LIBRARIES ALIVE

1. Commissioner Stong announced that KLA is sponsoring a lunch on Thursday May 6, 1982 at City Hall and has invited all the Supervisors aides. All aides have accepted the invitation.

REPORTS OF STANDING COMMITTEES
Personnel

1. Commissioner Callanan moved the adoption of Resolution #1276, this was seconded by Commissioner Raymundo and unanimously approved.

   APPROVED, Non-Civil Service Temporary and re-Certification of Temporary appointments made during the month of April, 1982, and also resignation of Non-Civil Service, temporary and part-time positions made during the month of April, 1982.

PLANNING & OPERATIONS

1. Commissioner Stong reported that the Planning and Operations Committee met on April 28. Progress reports were presented to the committee by Karen Scannell, Ann Halderman and William Ramirez on the implementation of the portions of the Lowell Martin study approved by the Commission. Commissioner Stong commended the staff on the progress made by the various committees.

2. Commissioner Stong moved that it is the policy of the Library Commission that neighborhood input be sought in the determination of services in the forthcoming neighborhood mini-branches. This was seconded by Commissioner Raymundo and unanimously approved.

3. Commissioner Stong moved that it is the intention of the Library Commission to keep the neighborhood mini-branches operation in the future because they are necessary in order to provide adequate geographic coverage. This was seconded by Commissioner Raymundo and unanimously approved.

PUBLIC RELATIONS

1. No report

FINANCE

1. Commissioner Raymundo moved the adoption of Resolution #1277, this was seconded by Commissioner Richardson and unanimously approved.

   RESOLVED , that the Library Commission hereby authorized the attendance of Glenda Hooper and Vivian Kobayashi at the "Telecommunications: Options and Opportunities" workshop, Culver City, Wednesday May 12, 1982; expenses to be paid from the Bay Area Reference Center funds, as such funds permit.

2. Commissioner Raymundo moved the adoption of Resolution # 1278, this was seconded by Commissioner Stong and unanimously approved.
   AUTHORIZING THE PUBLIC LIBRARY TO EXPEND FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY DEMONSTRATION PROJECT FOR 1982-83
   WHEREAS, the San Francisco Public Library Commission approved the application for funds for the Federal Library Services and Construction Act funds for the continued operation of its reference project the Bay Area Reference Center by Resolution #1260, dated September 1, 1981, and

   WHEREAS, the Board of Supervisors of the City and County of San Francisco approved such application by Resolution 963-81, dated December 3, 1981: and

   WHEREAS, the San Francisco Public Library has received approval by the State Library of funding in the amount of $398,300; now, therefor, be it

   RESOLVED, that the San Francisco Public Library expend this amount for fiscal year 1982-83; and be it

   FURTHER RESOLVED,that the acceptance of these funds does not commit the City and County of San Francisco to continuance beyond the period of said grant funds.

NEW BUSINESS

1. President Jebe reported that he, Karen Scannell, Bill Ramirez, Mr. Frantz, and Commissioner Stong met with Mayor Feinstein, Rudy Nothenberg and Ray Sullivan this morning and discussed next year's budget. President Jebe reported that the Library's anticipated budget for FY-82-83 is 118% of this years budget. Mayor Feinstein suggested that the super-branches and the Main be open on Sundays. President Jebe urged fellow Commissioners to speak with various supervisors and explain the proposed plan for library services.

2. Mr. Frantz announced that Supervisor Molinari has called for a hearing on the Martin Plan. This hearing is scheduled for June 3, 1982.

There being no further business to transact, the May 4, 1982 Library Commission Meeting was adjourned at 5:45 PM.

The next regular meeting will be held Tuesday June 1, 1982 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

Resolution #1276

April 30, 1982

RESOLVED, that the following Non-civil service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April be approved:

3632 Librarian II

Houston, Sally
Kobayashi, Vivian

3630 Librarian I

Segall, Andrea J.

3616 Library Tech. Asst. I

Herzog, Margaret
Mayorga, Virginia

3610 Library Assistant

Lopes, Lorraine

3602 Part-time Library Page

Burge, Catherine
Fong, Raymond
Forrow, Cornell
Ngan, Celina
Ranario, Virginia
Wayne, Lisa Ann

AND FURTHER, that the following resignations of Non-civil service, temporary, and part-time positions be accepted:

3602 Part-time Library Page

Byrd, Vassar
Chau, Kelvin
Chow, Kam
Lopez, Hector
Mikulik, Carol

Science

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Minutes

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
JUNE 1, 1982

DOCUMENTS DEPT.
JUN 8 1982
SAN FRANCISCO
PUBLIC LIBRARY

The regular meeting of the San Francisco Public Library Commission was held Tuesday June 1, 1982 in the Commission Room of the Main Library.

The meeting was called to order at 4:35PM by President Jebe.

On roll call the following Commissioners were noted present: Commissioners Bransten, Callanan, Jebe, Raymundo, and Stern.

Commissioners Richardson and Stong were excused.

It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the May 4, 1982 Commission Meeting Minutes be accepted.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Mr. Frantz announced that the Library has been asked to exhibit three large scale sculptures as a participant in the International Sculpture Conference. The three pieces are Opposing Soft Loops, by Gerald Walburg, Untitled by Isaac Witkin and a larger scale version of a present sculpture Diptych #2, by Richard Mayer. These pieces would be on display from July through December, 1982.

   It was moved by Commissioner Stern and seconded by Commissioner Raymundo that the Library participate in the International Sculpture Conference by placement of these pieces in front of the Main Library.

2. Mr. Frantz announced that Philippine-American Cultural Week is June 11-19, 1982. On June 4, there will be a kick-off event at the front entrance of the Main Library from Noon-1:30 PM. Everyone is invited to attend.

3. The 1st Annual San Francisco Fair and Celebration will be held June 25-27, 1982 at Moscone Center. The Friends will staff a booth and present a slide show on library services.

4. Mr. Frantz announced that because of Mayor Feinstein's action, the Library budget request for FY 82-83 has been increased to reflect 7 day service at the super-branches and the Main, and continued service at all the branches.

5. The Friends are now interviewing for a public relations person to help inform the public on the enhanced library services, and the Commission plan to reorganize branch libraries.

6. The Culture and Recreation Committee of the Board of Supervisors will meet Thursday June 3, 1982. Item #6 on the agenda is consideration of the Lowell Martin report.

SECRETARY'S REPORT
Richard Walsh

1. No report

LIBRARIAN'S GUILD

1. No report

OTHER STAFF REPORTS

1. Margaret Wyatt reported that the Communications Center has been awarded an $89,000 grant from the National Endowment for the Humanities. This grant will provide for a series of deaf programs and video tapes.

FRIENDS OF THE LIBRARY

1. Kathryn Taylor reported that the book sale on May 13-16 at Fort Mason grossed $32,550. Elaine Mundy once again co-ordinated the event and did an outstanding job.

2. Ms. Taylor announced that the Friends are sponsoring the Second Annual Literary Lecture Series which will run September through December.

3. Judith Lynch, Co-ordinator of the City Guides program, has announced her retirement. The program will continue under the direction of Susan Haas.

KEEP LIBRARIES ALIVE

1. Sally Brunn announced that she has attended several meetings in Sacramento regarding SB358. She urged everyone to continue writing letters in support of this bill, and of new or increased state taxes to fund it.

REPORTS OF STANDING COMMITTEES
Personnel

1. Commissioner Callanan moved the adoption of Resolution #1280, this was seconded by Commissioner Stern and unanimously approved.

   APPROVED, Non-Civil Service Temporary and Re-certification of Temporary appointments made during the month of May, 1982, and also resignation of Non-Civil Service, temporary and part-time positions made during the month of May, 1982.

2. Commissioner Callanan reported that the Personnel Officer has sent a questionnaire to about one-third of the pages regarding job duties. Mr. Murphy reported that about half of the questionnaires have been returned.

   The latest draft of the disciplinary code has been sent to the Librarian's Guild.

   David Murphy and Karen Scannell are working on the request for substitute Librarian I within the framework of next years budget.

   Part of the State of California Election Code regarding time off for voting was sent to all departments and branches on May 24. Notices should remain posted through June 8.

   The Annual Salary Ordinance for FY 82-83 is being published this week. The Acting Clerk of the Board of Supervisors will provide the Library with enough copies for all departments and branches.

PLANNING & OPERATIONS

1. No report.

PUBLIC RELATIONS

1. Commissioners Bransten and Stern thanked President Jebe and Commissioner Stong for attending the neighborhood meeting at Park Branch last month.

FINANCE

1. Commissioner Raymundo moved the adoption of Resolution #1281, this was seconded by Commissioner Bransten and unanimously approved.

   RESOLVED, that the Library Commission hereby authorizes the attendance of Tibby Storey at the San Joaquin Valley Library Service Reference Meeting May 27 in Fresno, expenses to be paid from Bay Area Reference Center funds, as such funds permit.

NEW BUSINESS

1. Mrs. Sabrina Kueffer unveiled a bronze bust of the late Supervisor Harvey Milk done by Bruce Kueffer. Mrs. Kueffer asked permission to place the bust in the Eureka Valley-Harvey Milk Memorial Branch.

   It was moved by Commissioner Stern, seconded by Commissioner Raymundo and unanimously approved that the sculpture be on permanent display at the Eureka Valley-Harvey Milk Memorial Branch.

2. Mr. Jim McGinnis expressed his concerns for the talking books library. President Jebe referred the matter to the Planning and Operations Committee for consideration.

There being no further business to transact, the June 1, 1982 Library Commission Meeting was adjourned at 5:35 PM.

The next regular meeting will be held Tuesday July 6, 1982 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Wlash

Richard Wlash, Secretary
LIBRARY COMMISSION

RESOLUTION #1280

May 26, 1982

RESOLVED, that the following Non-civil service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May be approved:

3630 Librarian I

Calhoun, William C.
Quintanilla, Paul

3602 Library Page

Forrow, Cornell

3602 P. T. Library Page

Meier, William
Pampel, Donald
Phillips III, Morris E.
Szeto, Johnny
Tam, Nelly
Wachs, Jeremy
Yee, Amy

AND FURTHER, that the following resignations of Non-civil service, temporary, and part-time positions be accepted:

3602 Library Page

Selman, William M.

3602 P. T. Library Page

Anabu, Roman
Duong, Jennie
Jung, Alison
Szeto, Maria

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DOCUMENTS DEPT.

JUL 19 1982

SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
JULY 6, 1982

Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday, July 6, 1982 in the Commission Room of the Main Library.

The meeting was called to order at 4:40 PM by President Jebe.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Richardson, Stern and Stong.

Commissioner Raymundo was excused.

It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved that the June 1, 1982 Commission Meeting Minutes be accepted.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Mr. Frantz commended Dali Balunsat for her energy and zeal in making this years Philippine-American Cultural week so successful.

2. The Chinatown garden was dedicated on June 19. Mr. Frantz, Commissioner Stong and about 300 citizens attended the dedication. It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that Anna Holmboe, the Asian Neighborhood Design group and the Chinatown Branch staff be commended for their efforts in creating such a splendid garden.

3. Mr. Frantz reported that the budget for FY 82-83 was slightly reduced by the Board of Supervisors. The Kurtzweil reading machine was eliminated as well as the automatic elevator for the Main. Next years budget totals $11.6 million.

4. The Friends of the Library staffed a booth at the San Francisco Fair and Exhibition held June 25-27. The Friends almost broke even on the event. Fr. Frantz suggested that next year the Library staff a separate booth at the fair.

5. Karen Scannell reported that the Haight-Ashbury Community Coalition has proposed hiring a part-time community co-ordinator to open the meeting room at Park Branch when the library staff is not on duty. Another group, parents of pre-school children, have asked to use the Park Branch meeting room for a co-op nursery school Monday thru Friday 9:30-12 30.

6. Anne Halderman reported that the automation committee met with Joe Mathews on June 24 and 25. As a result of these meetings the follwoing task forces have been established: CLSI; on-line catalog and retrospective conversion; automation budget request for FY 83-84; outline for a five year automation plan; automated acquisition system; and job specifications for Chief of Automated Services.

   Mrs. Halderman reported that $718. was raised during the Mag-A-Bucks drive. President Jebe promoted the drive in the Excelsior district.

7. On the recommendation of the City Librarian is was moved by Commissioner Callanan seconded by Commissioner Stern and unanimously approved that six Apple Computers be installed by the Micro Time Sharing Company for public use. These mini-computers, which operate by depositing tokens, will be installed in the Main and three branches.

SECRETARY'S REPORT
Richard Walsh

1. Mr. Walsh reported that the Department of Architecture has informed the Library that the handicapped ramps at the Main Library will be completed in late August.

LIBRARIANS GUILD

1. No report.

OTHER STAFF REPORTS

1. No report

FRIENDS OF THE LIBRARY

1. A written summary of the Friends activities for June was submitted to the Commission. (Copy attached to permanent file copy of these minutes in the Secretary's Office).

KEEP LIBRARIES ALIVE

1. Commissioner Stong announced that Billie Pearl Schuler has been appointed to the Board of KLA.

REPORTS OF STANDING COMMITTEES
Personnel

1. Commissioner Callanan moved the adoption of Resolution #1282, this was seconded by Commissioner Stern and unanimously approved.

   APPROVED, Non-Civil Service Temporary and Re-certification of Temporary appointments made during the month of June , 1982, and also resignation of Non-Civil Service, temporary and part-time positions made during the month of June, 1982.

PLANNING AND OPERATIONS

1. Commissioner Stern reported that the Planning & Operations Committee met on June 22 at 12:15 PM in the Rare Books Room. At the meeting Ann Halderman reported that the adult branch librarians have discussed the Martin Study and its effects on book selection procedures for FY 82-83. Special emphasis will be placed on improving Science and Technology materials and Fiction in the super-branches.

   Commissioner Stern commended Grace McDuff for her efforts in promoting a literacy program. Ms. MacDuff has been deeply involved with the Literacy Volunteers of America based in Syracuse, New York and Lanbach.

PUBLIC RELATIONS

1. No report.

FINANCE

1. Commissioner Callanan moved the adoption of Resolution #1283, this was seconded by Commissioner Bransten and unanimously approved.

   RESOLVED, that the Library Commission hereby authorizes the attendance of Glenda Hooper at the California Library Services Board Meeting, Santa Barbara, August 19 and 20, expenses to be paid from Bay Area Reference Center funds as such funds permit.

NEW BUSINESS

1. Mr. Frantz stated that Sunday hours for the Main and super-branches should begin in late October.

   SB 358 is probably dead since funding the bill appears im-

2. The Library Administration and the Librarians Guild will meet on July 23 to sign the MOU.

3. Commissioner Richardson asked the status of the position of Coordinator of Childrens Service. Mr. Frantz said he is hopeful that the position will be filled during the next fiscal year.

4. Commissioner Stong suggested that the recent letter from Ellen Dawson regarding branch services be reviewed with the City Attorney.

There being no further business to transact, the July 6, 1982 Library Commission Meeting was adjourned at 5:30 PM in memory of Rene Morales, Head of the History Department, who passed away on July 3, 1982.

The next regular meeting will be held Tuesday, September 7, 1982 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

RESOLUTION #1282

RESOLVED, that the following Non-civil service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June be approved:

3630 Librarian I

Wilensky, Sharon

3616 Library Technical Assistant I

Iwatsubo, Thomas K.

3610 Library Assistant

Brooks, Linda
Phillips III, Morris E.

3602 F.T. Library Page

Bernal, Ernesto

2708 Custodian

Lum, Kit

3602 P.T. Library Page

Arroyo, Lorena
Benard, Robin
Ben-Itzak, Paul
Bigos, Jay
Burroughs, Jennifer
Cammack, Patricia
Campos, Andre
Cheng, Edward
Espil, Paul
Fan, Sewan
Goza, Dennis
Harris, Melanie
Kwan, Nicholas
Lam, Phat
Lavelle, Margaret
Lee, Aileen
Masuda, Donald
Ortiz, Jeanette
Patel, Pushpa
Pineda, Michael
Quan, Robin
Ruidera, Joel
Sharp, Sean
Steigerwald, Michael
Sullivan, Jennifer
Tran, Hong
Weisenberg, Sylvia
Willis, Anna
Wu, Steve
Young, Burrell
Young, Evanda

AND FURTHER, that the following resignations of Non-civil service, temporary, and part-time positions be accepted:

3630 Librarian I

Corbin, Rosemary

3616 Library Technical Assistant I

Elson, Margaret
Sousa, Mary Ellen

3610 Library Assistant

Grossbach, David

3602 P.T. Library Page

Allen, Jennifer
Burge, Catherine
Cheung, Dennis
Cicibrk, Deborah
Jackson, Garfield
Lang, Carol
Law, Catherine
Leung, Eliza
Lin, Alex
Lotto, Daniel
Magid, Jane
Wilton, Annette
Yarowsky, Max

Documents Department

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DOCUMENTS DEPT.
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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
SEPTEMBER 7, 1982

The regular meeting of the San Francisco Public Library Commission was held Tuesday September 7, 1982 in the Commission Room of the Main Library.

The meeting was called to order at 4:30 PM by President Jebe.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, and Stong.

Commissioners Raymundo, Richardson and Stern were excused.

It was moved by Commissioner Callanan, seconded by Commissioner Stong and unanimously approved that the July 6, 1982 Commission Meeting minutes be accepted.

CITY LIBRARIANS REPORT
John C. Frantz

1. Mr. Frantz introduced Sally Brunn who reported on the progress of SB 358. Although not specifically funded, the bill is now with Governor Brown who has until the end of September to sign it. Ms. Brunn asked everyone to contact the Governor's office to urge passage of the bill.

   Mr. Frantz is reasonably sure that the Chronicle is going to run an editorial urging the governor to sign SB 358.

2. Mr. Frantz presented to the Commission the beginning of a report on library automation. The report details the development of an on-line catalog and the CLSI circulation system. Other parts of the report will include machine readable reference data bases, personal computers, and cable television. The report is the product of a staff committee organized to implement the Lowell Martin recommendations that affect library automation.

3. Mr. Frantz announced that this is BANNED BOOKS WEEK. Mr. Frantz and Anne Halderman are involved in a television show tomorrow to alert the public to the fact that censorship attempts are becoming a more common occurance and they affect books, publishers, booksellers and libraries.

4. Mayor Feinstein plans to attend the November 3 Commission Meeting to discuss FY 81-82 MBO statistics.

5. Mr. Frantz introduced Fauneil McInnis who recently became the director of the Bay Area Reference Center.

SECRETARY'S REPORT
Richard Walsh

1. Mr. Walsh reported that he and Karen Scannell met with two representatives from the Department of Public Works Traffic Division and discussed the use of directional signs near each "super" branch. DPW has agreed to install directional signs at major intersections near all seven "super" branches.

2. Exterior painting and cleaning of Mission branch was begun last week by the Department of Public Works.

3. Mr. Walsh introduced Carlos Alcala from the Bernal Heights mural group. Mr. Alcala presented the final design for the branch mural to the Commission. This design was approved by the Art Commission last month.

   It was moved by Commissioner Callanan seconded by Commissioner Bransten and unanimously approved that the design be approved and the group be commended for their fine work.

LIBRARIANS GUILD

1. On behalf of the Librarians Guild, Nancy Kellum-Rose presented a book entitled Muzea Krakowa to the Commission for the library in memory of Dan Tatko.

OTHER STAFF REPORTS

1. No report

FRIENDS OF THE LIBRARY

1. A long range planning committee of the Friends board has been formed to evalute project selection criteria and review guidelines for fund raising, membership, volunteers and publicity in relation to long term goals and objectives. Past President David Lelewer and new board member Lucy Johns are co-chairs.

2. Friends have hired Shirley Montague of Odin Public Relations to promote the valuable services of the public library in general and the improved hours and collections at seven branches and the Main Library.

3. Lecture series opens on September 10 with Joan Didion and John Gregory Dunne. Didion and Dunne and Irving lectures are sold out, Capote is almost sold out.

4. The mini book sale on Sunday, September 5 at Fort Mason netted $1,700.

REPORTS OF STANDING COMMITTEES
Personnel

1. Commissioner Callanan moved the adoption of Resolution #1285. This was seconded by Commissioner Bransten and unanimously approved.

   APPROVED, Non-Civil Service Temporary and Re-certification of Temporary appointments made during the months of July and August 1982, and also resignation of Non-Civil Service, temporary and part-time positions made during the months of July and August, 1982.

PLANNING AND OPERATIONS

1. Commissioner Stong reported that the Haight-Ashbury community Coalition has proposed to seek, hire and pay a part-time Community Coordinator acceptable to library staff, whose most important duty would be to manage the use of the meeting room at Park Branch during hours when the library itself is not open. A budget of $1,986 for three months is based on the salary of the Community Coordinator at $5.00 per hour, the installation and operating costs of a telephone, and $100. per month for program supplies. Three organizations will be responsible for this amount for a three month trial period: the Haight Ashbury Community Cultural Center, the Haight Ashbury Improvement Association and the Haight Ashbury Neighborhood Council.

Commissioner Stong moved approval of the proposal, this was seconded by Commissioner Callanan and unanimously approved.

2. Commissioner Stong reported that the Haight Ashbury Nursery School has requested use of the meeting rooms at Park Branch each Monday thru Friday. Commissioner Stong moved that the matter tabled. This was seconded by Commissioner Callanan and unanimously approved.

3. Commissioner Stong reported that the Friends are working on a procedure to receive, discuss and adopt projects. Mr. Frantz has suggested three long-range projects: space problems at the Main; systematic implementation of automation; and physical and personal security throughout the library system.

PUBLIC RELATIONS

1. No report

FINANCE

1. Commissioner Callanan moved the adoption of Resolution 1286, this was seconded by Commissioner Bransten and unanimously approved.

AUTHORIZING LIBRARY TO APPLY FOR AND ACCEPT FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY REFERENCE PROJECT FOR 1983/84.

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Federal Library Services and Construction Act administered by the California State Library for the operation of its reference project, the Bay Area Reference Center; and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act in recognition of successful operation of the above reference project; now, therefor, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funding for 1983/1984 to be applied to the Bay Area Reference Center; and , be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

NEW BUSINESS

1. Mr. Frantz introduced Shirley Montague to the Commission. Ms. Montague detailed plans for the openings of the "super" branches and the Main on Sundays. "Satellites in Action" will be the theme and each branch is planning a unique activity which will focus on their own neighborhood. The Municipal Railway will help advertise the facilities that are open on Sundays.

There being no further business to transact, the September 7, 1982 Library Commission Meeting was adjourned at 5:30 PM.

The next regular meeting will be held Tuesday, October 5, 1982 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

Science Department

RESOLUTION #1285

August 31, 1982

RESOLVED, that the following Non-civil service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May be approved:

3602 Library Page P/T

Cicibrk, Deborah
Duranczyk, Christiana
Harris, Kathryn
Lee, Terrence
Lis, Kenneth
Masuda, Donald
Rostant, Suzanne
Wagner, Theresa
Wong, Elaine

3630 Librarian I

Chee, Lorna
Myhre, Margaret
Sykes, Vivian

3602 Library Page

Heyman, Jeffrey
Willis, Anna

3610 Library Assistant

Maguire, John

3616 Library Technical Assistant I

Ford, Barbara

2716 Custodial Assistant Supervisor

Shine, Frank

7334 Stationary Engineer

Voelker, Joseph

AND FURTHER, that the following resignation of Non-civil service, temporary, and part-time positions be accepted:

3602 Library Page

Goodman, Wayne
Bernal, Ernesto

3616 Library Technical Assistant I

Henchy, Judith
Roberts, Theresa
Shapiro, C.Z.

3602 Library Page P/T

Alexander, Nina
Allardice, William
Campos, Andre
Casserly, David
Clark, David
Coleman, Helen
Espil, Paul
Kwan, Nicholas
Lam, Phat Mong
Lavelle, Margaret
Lee, Amy
Lee, Annie
Mo, Diana
Neves, Damien
Rostant, Suzanne
Shu, Emily
Tam, Edna
Tran, Hung
Wachs, Jeremy
Yee, Stanley
Young, Burrell
Young, Lydia

Documents Department

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DOCUMENTS DEPT.

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
OCTOBER 5, 1982

Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday, October 5, 1982, in the Commission Room of the Main Library.

The meeting was called to order at 4:30 PM by President Jebe.

On roll call the following Commissioners were noted present: Callanan, Jebe, Raymundo, Richardson and Stong.

Commissioners Bransten and Stern were excused.

It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the September 7, 1982 Commission Meeting minutes be accepted.

CITY LIBRARIANS REPORT
John C. Frantz

1. Mr. Frantz invited everyone to write a note to Governor Brown thanking him for signing SB 353. The funding for the bill seems firm.

2. He announced that William Ramirez has recently been elected to the CLA Council by a substantial plurality.

3. He reported that the automation committee is currently refining a report on the status and goals of library automation. Some of the Martin recommendations have been modified and are being utilized in the MBO process.

   William Ramirez reported that the video deaf services will be moved from the Communications Center to the Main Library next January. The Talking Books section will remain at the Communications Center. Childrens talking books will be moved from Excelsior Branch to the Communications Center.

   Karen Scannell reported that the branches have been divided into five groups for MBO reporting purposes. Unlike last year when all branches had the same goals and collected the same type of statistics, this year's MBO process will have more appropriate goals for each group of branches.

Mrs. Scannell reported that Supervisor Ward attended last Sunday's opening of Richmond Branch.

SECRETARY'S REPORT
Richard Walsh

1. Mr. Walsh announced that there will be a special meeting of the Library Commission on Thursday, October 14th at 2:00 PM in the Commission Room. Mayor Feinstein plans to be present to review FY 1981-82 MBO statistics.

2. A CALTAC regional workshop will be held Saturday, October 16, 1982 from 10:00 AM to 2:30 PM at San Jose Public Library. All CALTAC members, librarians, friends and advocates of California libraries are invited to attend. Registration fees are $1.50 for members and $2.50 for non members.

3. The light standards in front of the Main Library will be installed by the end of this month which will complete the ramp project.

LIBRARIANS GUILD

1. No report

OTHER STAFF REPORTS

1. No report.

FRIENDS OF THE LIBRARY

1. Margaret Mayer thanked Commissioner Jebe for acknowledging the Friends' efforts on behalf of the Library in his opening remarks at the Mission Library's Sunday Celebration.

2. Mrs. Mayer reported that Joe Sugg welcomed everyone in Chineese, Russian and English at the Richmond Branch Sunday opening.

3. The Sunset Muralists have completed the bookshelf panel on the Ortega Branch Library. Friends sold 110 book titles for 25¢ each. In acknowledgement for fund-raising support, the muralists have added "The Imagined City", published by the Friends from a photographic exhibit that McCann-Erickson created for the Library's Centennial.

4. At their September 8th Board meeting the Friends voted to act as fiscal agent for the Haight-Ashbury Community Coalition in their effort to hire a coordinator for the Park Branch meeting room.

5. The first three programs of the Friends lecture series were sold out and very well received. The publicity has been excellent.

6. A mini-book sale is scheduled for Sunday, October 10th at Fort Mason.

7. It is reneval time for Friends members, and about 2,000 letters of solicitation are going out over the next few weeks. All Commissioners and staff who are not members are invited to become members.

KEEP LIBRARIES ALIVE

1. Sally Brunn urged everyone to thank Senator Neilsen and other Sacramento legislators for their efforts on SB 358.

2. KLA has sent an informational sheet about the Library to each candidate for the Board of Supervisors.

REPORTS OF STANDING COMMITTEES

Personnel

1. Commissioner Callanan moved the adoption of Resolution #1287. This was seconded by Commissioner Richardson and unanimously approved.

APPROVED, Non Civil Service Temporary and Re-certification of Temporary appointments made during the month of September 1982, and also resignation of Non-Civil Service temporary and part-time positions made during the month of September 1982.

PLANNING AND OPERATIONS

1. No report.

PUBLIC RELATIONS

1. No report.

FINANCE

1. No report

NEW BUSINESS

1. Steven Birnbaum reported that the Bernal Heights Library Committee did a survey during May and June to determine what library services are needed in the neighborhood. 500 surveys were sent out; 30 were returned.

   The survey was designed to find out 1) what library programs were needed. 2) how to use volunteers. 3) what type of materials were desired and 4) what hours the branch should be open.

   The results of the survey showed that patrons desired more neighborhood participation and publicity in programming. Films and story hours were the most popular. Those responding to the survey showed an interest in volunteering as "stackers, checkers, tutors, childcare people, tree planters and muralists". The most popular types of materials needed were childrens books, fiction, literature and reference. 70% of those surveyed wanted Saturday hours. Mr. Birnbaum apoligized for not having the report typed, but said when it is finalized it will be delivered to the Commission.

   Mr. Frantz stated that since tutoring and childcare are not library activities, these functions would be appropriate uses of volunteers. President Jebe asked Mr. Birnbaum to talk to the Friends about fund-raising.

2. President Jebe stated that Mayor Feinstein suggested that each Commissioner adopt a satellite branch. The following adoptions were made: Commissioner Jebe adopted Excelsior Branch; Commissioner Stong adopted Chinatown Branch Commissioner Callanan adopted West Portal Branch; Commissioner Raymundo adopted Richmond Branch; Commissioner Richardson adopted the Mission Branch. President Jebe assigned Commissioner Stern the Marina Branch and Commissioner Bransten the Sunset Branch. Commissioner Callanan noted that these adoptions do not diminish the Commissioners interest in the library system as a whole.

3. President Jebe suggested that the President of the Board of Education be invited to the December Commission meeting to discuss cooperation between the library and the schools.

There being no further business to transact, the October 5, 1982 Library Commission Meeting was adjourned at 5:30 PM.

The next regular meeting will be held Wednesday, November 3, 1982 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1287

September 30, 1982

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September be approved:

3602 Library Page P/T

Bland, Martin
Campos, Andre
Cheng, Sin
Chu, Brashire
Duboscq, Genevieve
Gerber, Jerry
Gold, Kenneth
Ha, Hong Lan
Halberstam, Judith
Hills, Laura
Kwong, Wyman
Lam, Phat
Lim, Terry
Louther, Thomas
Poole, Perry
Reilly, Mary
Tong, Carol
Townsend, Felicia
Truong, Lyly
Wiltz, Renee
Yip, Lily

3602 Library Page

Woon, Susan
Bundalian, Maribeth

3610 Library Assistant

Chan, Shirley
Fisher, Jackie
Halliwell, Bernard
Kilzer, Doriene
Lam, Betty
Lewis, Loren A.
Murcia, Sandra
Plaza, Luis
Slattery, Michael
Smith, Carl
Willis, Anna
Wong, Cindy
Hammon, David

3616 Library Technical Asst. I

Henchy, Judith
Jones, Ackerman
Lee, Erica
Leifer, Jonathan
Manalo, Marilyn
Marrow, Mark

3630 Librarian I

Cannon, Helen
Coniway, Martha
Cronbach, Elizabeth
Hirooka, Kathleen
McDuff, Rebecca
Murtha, Edward
Prime, Lynn
Russanow, Vera
Silverblatt, Cheryl
Tornai, Janice
Zemens, Peggy Jo

AND FURTHER, that the following resignation of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page

Ben-Itzak, Paul
Dinkins, Angela I.
Falla, Joseph E.
Fan, Sewan
Hernandez, Rudolph D.
Kelley, Karen S.

3602 cont'd

Lee, Terrence O.
Masuda, Donald T.
Reilly Mary
Sharp, Sean
Wong, Jeffrey
Wong, John N.

-over-

Resignations - cont'd

3610 Library Assistant

Phillips, Morris E. III

3616 Library Technical Assistant I

Williams, Linda F.

3630 Librarian I

Zemens, Peggy Jo

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SAN FRANCISCO
PUBLIC LIBRARY

= Minutes

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
NOVEMBER 3, 1982

The regular meeting of the San Francisco Public Library Commission was held Wednesday, November 3, 1982, in the Commission Room of the Main Library.

The meeting was called to order at 4:30 PM by President Jebe.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Stern and Stong.

Commissioner Richardson was excused.

It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved that the October 5, 1982 Commission Meeting minutes be accepted.

CITY LIBRARIANS REPORT
John C. Frantz

1. Mr. Frantz reported that the Urban Library Council prepared a survey of state aid to public libraries for 1982-83. California will become the second highest when SB 358 if funded in 1983-84. On a per capita basis, California will move from thirty-fifth to eighth.

2. Sunday openings have been very successful. More than 800 patrons used the Main Library on October 31.

3. Karen Scannell announced that the print section of the Communications Center will continue as a small branch when A/V and deaf services move to the Main Library.

   Mrs. Scannell presented 1st quarter MBO statistics to the Commission. In general, branches are meeting their targets.

4. Mrs. Grace Macduff Parker read a letter from Robert and Marcia Popper expressing their concern about changing the Communications Center to a Reading Center.

5. It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved that a resolution be prepared and sent to Edwin Castagna expressing wishes for a speedy recovery.

SCIENCE & TECHNOLOGY DEPT.

SECRETARY'S REPORT
Richard Walsh

1. No report.

LIBRARIAN'S GUILD

1. It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the San Francisco Public Library System be closed on December 24, 25, 26 in observance of the Christmas holiday and December 31, January 1, 2 in observance of the New Year's holiday.

OTHER STAFF REPORTS

1. Joan Dillon reported that Margaret Mayer spoke of Friends activities at the September meeting of childrens librarians. Ms. Mayer was very informative and Mrs. Dillon plans to make this type of Friends visit an annual event.

FRIENDS OF THE LIBRARY

1. Library staff's educational opportunities committee reports that Friends have paid for 169 staff members to attend conferences, workshops and meetings for a total of $5,881.

2. Friends next mini-book sale will be held at Fort Mason on Sunday, November 14.

3. Shirley Montague will continue to do PR for the Library through December.

4. Friends' Long Range Planning Committee has had five meetings. The infromal approach has been to identify several broad subjects for discussion, to define the major areas in which Friends can assist the library, and to develop a set of criteria to assist projects committee in reviewing proposals. The major issues include: main library building development, fund raising, automation, endowment, membership, volunteer and board development, and public relations.

5. The Truman Capote lecture is now sold out but there are still tickets available to Fran Lebowitz and Maya Angelou.

KEEP LIBRARIES ALIVE

1. Sally Brunn urged everyone to continue communication with legislators in Sacramento for funding SB 358.

REPORTS OF STANDING COMMITTEES
Personnel

1. Commissioner Callanan moved the adoption of Resolution #1288. This was seconded by Commissioner Stern and unanimously approved.

   APPROVED, Non-Civil Service Temporary and Re-Certification of Temporary appointments made during the month of October 1982, and also resignation of Non-Civil Service temporary and part-time positions made during the month of October, 1982.

PLANNING & OPERATIONS

1. Commissioner Stern reported that the Planning and Operations Committee met on Monday, October 25, at 1:00 PM in the Commission Room.

   Lucy Johns spoke to the committee on the Friends efforts towards long range planning in assisting the library.

   The other agenda item was Main Library security. Many staff members reported on the theft of library materials. There was lengthy discussion on where the guard should be located. Commissioner Stern reported that the staff is studying the situation and reviewing the physical layout of the lobby to maximize both manpower and security of materials.

PUBLIC RELATIONS

1. No report.

FINANCE

1. Commissioner Raymundo moved the adoption of Resolution #1289, this was seconded by Commissioner Callanan and unanimously approved.

   RESOLVED, that the Library Commission hereby authorizes the attendance of Fauneil McInnis, at two workshops entitled "The Librarian as Manager: The Basic Course" and "The Librarian as Manager: The Advanced Course" held in Los Angeles on December 11 and 12, 1982; expenses to be paid from Bay Area Reference Center funds, 1982-83, as such funds permit.

2. Commissioner Raymundo moved the adoption of Resolution #1290, this was seconded by Commissioner Callanan and unanimously approved.

RESOLVED, that the Library Commission hereby authorizes the attendance of Fauneil McInnis at the California Library Association Annual Conference, Los Angeles, December 11-15, 1982; expenses to be paid from Bay Area Reference Center funds, 1982-83, as such funds permit.

NEW BUSINESS

1. In regards to MBO, Commissioner Stong asked how the library determines the percentage of requests that the library can fill. Mrs. Scannell explained that OAS and OCS extablishes a theoretical list of materials that a patron might expect to be in a branch. Branch staff check to see if these items are in the collection and on the shelf. She stated that staff is currently working on better ways to determine that measure.

2. Roberto Esteves reported that the Library has received a grant from the National Endovement for the Humanities for a series of programs on deaf history and culture. The first peogram was in Fremont on October 9.

3. Joan Dillon reported that OCS has sent a letter to all pre-schools and elementary schools explaining various childrens services offered by the library . The letter urged all teachers to call their neighborhood librarian and make an appointment for a visit.

4 Beverly Matthias from the National Book League recently visited the San Francisco Public Library and commended the staff for excellent childrens programming.

There being no further business to transact, the November 3, 1982 Library Commission Meeting was adjourned at 5:15 PM.

The next regular meeting will be held Tuesday, December 7, 1982 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

RESOLUTION #1288

October 29, 1982

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October be approved:

3602 Library Page P/T

Bernhardt, Fredericka
Canin, Eric
Chan, Betty
Chow, Edmond
Fife Elana
Hsu, Richard
Ingravallo, Tina
Jones, Martha
Kaye, Sandy
Khoury-Quesada, Nadine
Lam, Eric
McLellan, Mary
Mowrey, Vincent
Owens, Phyllis
Posada, Jimmy
Quan, Jane
Semien, Patricia
Shulman, Lesah
To, Michael
Warner, Loretta
Wright, Willaron

3602 Library Page

Durkac, Darothy
Emerson, R. Scott
Lambel, Joel
Lynch, William
Ortiz, Jeannette
Panopio, Maria

1404 Clerk

Noguchi, John

3610 Library Assistant

Aguirre, Samuel
Canin, Eric
Chan, Kam Sung
Fujimaki, Mary
Merrill, David
Montepeque, Mario
Oldham, Troy
Pampel, Donald
Taylor, Lou M.
Tsang, Homer
Zoppel, Carol

3630 Librarian I

Heverly, Martha
Kilpela, Jann
Lawhun, Kathryn
Lorant, Susanna
Lucoff, Margot
McLaughlin, Stephen
McLean, Carla
Montgomery, Anne
Odean, Kathleen
Salazar, David
Sorenson, Shelley
Sowards, Constance
Wilson, Etsuko
Zea, Johanna

8202 Security Guard

Gorman, Jack
Lum, Curtis
Stang, Kenneth

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page

Arroyo, Lorena
Burroughs, Jennifer
Fisher, Andrew
Lam, Eric
Lang, David
Patel, Pushpa

3610 Library Assistant

Kallock, Daniel

3616 Library Technical Assistant I

Webb, Render

3630 Librarian I

Day, Wesley
Russanow, Vera
Segall, Andrea
Van Buskirk, James
Zemens, Peggy Jo

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Minutes

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
SPECIAL MEETING
LIBRARY COMMISSION
OCOTBER 26, 1982

A special meeting of the Library Commission was held Tuesday October 26, 1982 at 2:00 PM in the Commission Room.

The following Commissioners were noted present : Commissioner Bransten, Callanan, Jebe, Raymundo, Richardson, Stern and Stong.

Mayor Feinstein reviewed the Library's FY 1981-82 performance under Management by Objectives Program. Some highlights of the Mayor's remarks are:

- There was a 4% increase in circulation.

- 29% of San Franciscans are registered as library users.

- The library's current budget of $11.7 million is a 29% increase over last years budget.

- Each super branch should survey the population in its area, particularly school children, to determine how to encourage more people to use their library. Commissioners should help nurture and develop the super branches.

- Long-range plans for the Library should be established incorporating thd Martin Study.

- Completion of the implementation of the computerized circulation system and evaluation of the Library's overall use of automated techniques.

- The Main Library circulated .95 items per capita. This year's target is 1.08 items per capita. The Main will try to have 75% of the titles available at the time of request. The Main also plans to serve 1 million patrons this year.

- Branches have been catergorized into five groups.
  1) Superbranches: Chinatown, Excelsior, Marina, Mission, Richmond, Sunset and West Portal. Performance objectives include circulation of 140,000 per superbranch, average circulation cost of $1.75 per item; 90% of the titles requested will be owned; 75% of the titles requested will be available; 24 adult and 88 childrens programs.

2) Larger branches: Merced, North Beach, Ortega and Parkside. FY 82-83 performance targets are based on 1981-82 performance and reflect plans for increased collections and programs.

3) Medium sized branches: Eureka Valley, Park, Noe Valley, Golden Gate Valley, Anza and Western Addition. 1982-83 targets are reasonable and represent slightly higher usage levels.

4) Small branches: Glen Park, Waden, Presidio, Bernal and Potrero. Targets reflect size and usage trends.

5) Reading Centers: Ingleside, Portola, Ocean View and Visitation Valley. Targets reflect staffing, collection size and open hours.

- Acquisition repaired 15,000 books in-house. The cost of $3.36 to do in-house book repair did not increase from 1980-81.

- Managemet costs were 6.3% of the total budget; .7% less than the 7% target. Mayor Feinstein urged completion of a collections development policy and a reference policy.

There being no further business to transact, the special meeting of the Library Commission was adjourned at 2:45 PM.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
LIBRARY COMMISSION

Copies of the Mayor's letter and her remarks are attached to the file copy of these minutes.

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
DECEMBER 7, 1982

[Minutes]

The regular meeting of the San Francisco Public Library Commission was held Tuesday, December 7, 1982, in the Commission Room of the Main Library.

The meeting was called to order at 4:40 PM by President Jebe.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Stern and Stong.

Commissioner Richardson was excused.

It was moved by Commissioner Stong, seconded by Commissioner Bransten and unanimously approved that the October 26, 1982 Special Meeting minutes be accepted.

It was moved by Commissioner Stong, seconded by Commissioner Raymundo and unanimously approved that the November 3, 1982 Commission Meeting minutes be accepted by amending page 4, New Business:

1a. Commissioner Stong asked what plans were being made for a survey of non-users similar to the one done for the Friends by Marilyn Smulyan and Doug Engman. Mr. Frantz said he will explore this possibility.

1b. Commissioner Stong asked the administration to advise the Friends of projects which will assist in the implementation of MBO.

There being no objection the November minutes were so moved and accepted as amended.

CITY LIBRARIANS REPORT
John C. Frantz

1. Mr. Frantz reported that staff will be meeting with Margaret Kisliuk of the Mayor's office to determine the best way of surveying users and non-users of the Library with emphasis on school age children.

2. Fifteen Japanese librarians, professors and library students recently visited the Library.

3. The newly elected Minister of Education and Culture of Finland visited the Library last week. He was particularly interested in the Communications Center services to the deaf.

4. During November there were three meetings of supporters for the Archives of the Performing Arts. There is renewed enthusiasm sparked by some members of the War Memorial board of trustees. They have informed subcommittees to deal with fund raising, membership, volunteer staffing and space.

5. CLA conference will be held from December 11-15 at the Bonaventure Hotel in Los Angeles.

6. Mr. Frantz has been summoned to jury duty on December 20.

7. Everyone was invited to view a video tape entitled "Remember the Main" in the Lurie Room at the conclusion of the Commission meeting. The film was produced by Roberto Esteves as an orientation to the facilities and services of the Main Library.

8. Joan Dillon invited everyone to visit the Children's Room to see the exhibit of dolls from Maurice Sendak's Where the Wild Things Are. The dolls were donated by the Friends.

9. Mrs. Dillon reported that the recent bookmark contest was a huge success throughout the branches.

PRESIDENT'S REPORT
WALTER G. JEBE

President Jebe reported that the Excelsior Branch received excellent coverage on its Sunday opening in the December issue of the Outer Mission News.

On December 3, the Mayor met with all Commission Presidents. The Mayor instructed all presidents to recess public meetings if the meeting cannot be conducted in an orderly fashion. The Mayor also requested that:

1) all male Commissioners wear a coat and tie at meetings;
2) there should be no eating nor drinking by Commissioners at meetings;
3) Commissioners R.S.V.P. to all invitations from the Mayor; and,

4) if a Commissioner cannot attend meetings and carry out his or her responsibilities as a representative of the Mayor, she would accept his or her resignation.

President Jebe commended Pat Akre for the splendid exhibit of the 1915 Panama-Pacific International Exposition on the third floor.

He also thanked the Friends for their continuing support throughout 1982.

SECRETARY'S REPORT
Richard Walsh

1. The directional signing program for the super branches has been completed by the Department of Public Works. A letter will be sent thanking Jeffery Lee, Director of DPW, for his help in this project.

2. Richmond Branch is now being painted. This is the third super branch to be painted.

3. Ed Farrell reported that the Haight-Ashbury Community Coalition contacted 29 local non-profit organizations for program input. Programs will begin in January. They are also seeking 50-50 matching funds from corporations and foundations to continue the program at Park Branch past March, 1983. The community has done various repairs to the branch to help make it more attractive. Jim Sniadach has been selected as the Community Coordinator.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. No report.

FRIENDS OF THE LIBRARY

1. The November 14 mini-book sale realized $1,200. The next sale is December 5. Mini-sales are now being held monthly to help pay the $350/month rent at Fort Mason.

2. There are a few tickets available for the final lecture in the series. Maya Angelou is the speaker.

3. The Friends invite all Commissioners and staff to a Christmas party on December 14, 5-7 PM, Friends Office.

4. Consultant Agnes Toward has been retained to survey literacy programs available in San Francisco, and to compile an informational and referral guide to resources.

KEEP LIBRARIES ALIVE

1. No report.

REPORTS OF STANDING COMMITTEES

PERSONNEL

1. Commissioner Callanan moved the adoption of Resolution #1291. This was seconded by Commissioner Stern and unanimously approved.

APPROVED, Non-Civil Service Temporary and Re-Certification of Temporary appointments made during the month of November 1982, and also resignation of Non-Civil Service Temporary and Part-Time positions made during the month of November, 1982.

PLANNING & OPERATIONS

1. Commissioner Stern reported that the committee met on November 17th. Applications of automation were discussed and the staff automation committee has compiled an excellent report on various aspects of automation.

2. Mr. Frantz has detailed some needs for revitalizing the main lobby. Emphasis is on security, ambience and effective use of space.

PUBLIC RELATIONS

1. No report.

FINANCE

1. Commissioner Raymundo moved the adoption of Resolution #1292, this was seconded by Commissioner Stern and unanimously approved.

   RESOLVED, that the Library Commission hereby authorizes the attendance of Richard Shouse at the California Library Association Annual Conference, Los Angeles, December 11-15, 1982; expenses to be paid from Bay Area Reference funds, 1982-83, as such funds permit.

NEW BUSINESS

1. President Jebe appointed Commissioners Callanan (Chairperson), Stern and Stong as members of the Nominating Committee for Commission officers for 1983.

2. Karen Scannell reported that a message announcing Sunday hours is in use on the electronic signs at Muni Metro stations. The Commission thanked the Friends and Shirley Montague for their efforts advertising the Sunday openings.

   Mrs. Scannell also stated that Sunday hours are very successful. Average patron counts have been: 200 at West Portal, 300 at Richmond and Sunset, and 500 at Chinatown.

3. Jim Reilly reported that 47% of circulation is now on CLSI. The Main and four branches are on-line. Sunset Branch has begun input. Chinatown and Marina will be wired soon.

4. President Jebe asked Karen Scannell to compile a list of Groups that helped make Sunday openings successful. The Commission will send letters of thanks.

5. Jim McGinnis asked when the handrails will be installed at the Communications Center. Mr. Frantz stated that the work order is now with the Department of Public Works. A request to refurbish the first floor of the Communications Center has been made to the Department of City Planning.

   Roberto Esteves explained that the Graphic Artist will be relocated by the Friends and Periodical Processing will be moved to the east end of the third floor wing. These moves will enable Video/Deaf Services to move into Main by January. The children's collection is currently being boxed for shipment to the Main. Mrs.

Scannell made a plea for empty boxes.

Mr. Frantz stated that every effort will be made to fill the upcoming vacancy of Librarian II at the Communications Center.

There being no further business to transact, the December 7, 1982 Library Commission Meeting was adjourned at 5:15 PM.

The next regular meeting will be held Tuesday, January 4, 1982 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1291

November 30, 1982

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November be approved:

3602 Library Page P/T

Chiapelone, Steven
Davis, Shawn
Foley, Kevin
Johnson, Raycurt
Lane, Timothy
Osborne, Kenneth
Rehn, Gregory
Williams, Arvid

3602 Library Page

Carroll, Terrance
Madrid, Daniel

1404 Clerk

Taylor, Clayton

3610 Library Assistant

Copertini, Neil
Lynch, William
Reynolds, John

3630 Librarian I

Amernick, Ruth
del Calvo, Mairi
Liu, Grace
Lovaas, Carol
Male, Janet
Riley, Melissa
Sommer, Valerie

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Wiltz, Renee
Weisenburg, Sylvia

3616 Library Technical Assistant I

Lis, Shirley

3630 Librarian I

Lucoff, Margot

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
JANUARY 4, 1983

Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday, January 4, 1983 in the Commission Room of the Main Library.

The Meeting was called to order at 4:30 PM by President Jebe.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Stern and Stong.

Commissioner Richardson was excused.

It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the December 7, 1982 Meeting minutes be accepted.

PRESIDENT'S REPORT
Walter G. Jebe

1. President Jebe reported to the Mayor that attendance on Sundays at the super branches has been excellent. Mayor Feinstein was delighted.

2. President Jebe thanked fellow Commissioners, Mr. Frantz, Mr. Walsh and all the staff for their help and support during the last year.

CITY LIBRARIANS REPORT
John C. Frantz

1. The Mayors Office has released the budget increments for FY 83-84. The high level increment is $11.1 million, the low level figure is $9.9 million which is a reduction of about $1.5 million from this current year.

   Funding from SB 358 for the Library should total about $814,000 for FY 83-84, if the bill is fully funded.

2. Mr. Frantz attended the CLA conference in Los Angeles last month. Some programs were useful but exhibits were not elaborate.

3. Mr. Ramirez introduced Mr. William Vilt who was hired last week to head the Registration department.

A public access computer will be installed in the Main Library on January 11th by Micro Timeshare Inc. for a 90-day trial period. Patrons will be able to use the computer and assorted software for $3.00 per hour.

4. Supporters for the Archives of the Performing Arts had two more meetings during December. The collection will soon be housed in the Opera House.

5. Mr. Frantz will attend ALA Mid-winter in San Antonio from January 7-11.

6. Nancy Musser invited the Commissioners for a tour of the Catalog Department on February 1 at 3:30 PM.

SECRETARYS REPORT
Richard Walsh

1. Commissioner Stong moved the adoption of Resolution #1294. This was seconded by Commissioner Stern and unanimously approved.

RESOLVED, that the Library Commission hereby requests funds totaling $833,000 for major capital outlay projects including improvements to the north passenger elevator in the Main Library ($333,000.) and renovation and improvements to various branch libraries and Main Library ($500,000.) as follows:

a) Main Library, first floor, improve public restroom facilities

b) Chinatown Super Branch Library, remodel

c) Main Library, improve lighting

d) Communications Center (Presidio Branch), remodel

e) Marina Super Branch Library, remodel

f) Various branch libraries, reroofing

g) Various branch libraries, replace linoleum floor coverings

LIBRARIANS GUILD

1. No report.

OTHER STAFF REPORTS

1. Gilbert McNamee reported that the scaffold has been taken down from in front of the Business Library on Kearny St. New sprinklers, fire alarms and public address systems have been installed.

   The Friends of the Business Library have purchased Dialog for the Business Library.

FRIENDS OF THE LIBRARY

1. Friends learned, with sadness, of the death on December 31 of Dr. Ernest Marcus, membership secretary for twenty years. It was an abiding love of books and knowledge that brought him to Commissioner Stern in 1961 with an offer to volunteer for the Friends. For the next 20 years, twice a week he kept track of members and their contributions. He, at the same time, gave to the library and Friends his rare gifts of humaneness, scholarship and devotion to the community of book lovers. His will established the Lucie and Ernest Marcus Fund for the Library, purpose unspecified. We hope that it will encourage other contributions and will be used to further his interest in reading as the cornerstone of culture and civilization.

2. On December 8 the Friends Board learned from member Beatrice Bowles that the estate of her father, Henry M. Bowles, included a substantial sum to be used for the improvement of the lobby of the Main Library. Preliminary meetings of administration, family and architect have taken place.

3. A third lecture series to be produced by Sydney Goldstein has been approved by the Board, thanks to the huge success of the first two.

4. Friends are retaining Shirley Montague of Odin Public Relations to implement a program to promote public awareness and use of library services and to build support for the branch libraries.

KEEP LIBRARIES ALIVE

1. No report.

REPORTS OF STANDING COMMITTEES
Personnel

1. Commissioner Callanan moved the adoption of Resolution #1293. This was seconded by Commissioner Raymundo and unanimously approved.

APPROVED, Non-Civil Service Temporary and Re-Certification of Temporary appointment made during the month of December 1982, and also resignations of Non-Civil Service Temporary and Part-time positions made during the month of December, 1982.

PLANNING & OPERATIONS

1. No report.

PUBLIC RELATIONS

1. No report.

FINANCE

1. No report.

NEW BUSINESS

1. Commissioner Callanan reported that the Nominating Committee met on December 16. The Committee considered the question of annual rotation of officers and agreed that this practice should be continued.
The Committee recommends the following officers for 1983:

President:	Commissioner Raymundo
1st Vice President:	Commissioner Callanan
2nd Vice President:	Commissioner Stong

Commissioner Stern nominated Commissioner Raymundo for President. This was seconded by Commissioner Callanan and unanimously approved.

Commissioner Stong nominated Commissioner Callanan for 1st Vice President. This was seconded by Commissioner Bransten and unanimously approved.

Commissioner Bransten nominated Commissioner Stong for 2nd Vice President. This was seconded by Commissioner Callanan and unanimously approved.

2. On behalf of the Commission, Commissioner Callanan thanked President Jebe for his excellent leadership and hard work during 1982.

3. Commissioner Stong commented that the Examiner reported the Library was the only city department closed on December 31. She suggested that in the future the Library talk with other departments to see when they are observing the holidays.

4. Commissioner Callanan asked for an annual report on the Fuhrman Fund. Mr. Walsh said that each Commissioner will receive a report on the status of the fund.

5. Mr. Frantz reported that the sculptures in front of the Main Library will be removed soon.

There being no further business to transact, the January 4, 1983 Library Commission Meeting was adjourned at 5:30 PM in memory of Dr. Ernest Marcus.

The next regular meeting will be held Tuesday, February 1, 1983 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh

RESOLUTION #1293

December 31, 1982

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December be approved:

3602 Library Page P/T

Bates, Letecia
Williams, Arvid

3610 Library Assistant

Deely, William
Herbert, Darrell

3616 Library Technical Asst. I

Young, Evanda

1402 Junior Clerk

Mejia, Nubia

2708 Custodian

Young, Anne

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Arroyo, Lorena
Davis, Marianne
Rostant, Suzanne
Weisenberg, Sylvia
Woon, Susan

1402 Junior Clerk

Mejia, Nubia

Documents Department

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
FEBRUARY 1 1983

The regular meeting of the San Francisco Public Library Commission was held Tuesday, February 1, 1983 in the Commission Room of the Main Library.

The Meeting was called to order at 4:30 PM by President Raymundo.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Stern and Stong.

Commissioner Richardson was excused.

It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that the January 4, 1983 Commission Meeting minutes be accepted.

PRESIDENT'S REPORT
Lucio C. Raymundo

1. President Raymundo thanked fellow commissioners for their confidence in electing him Commission President for 1983.

2. He thanked Nancy Musser and staff for the excellent tour of the Catalog Department at 3:30 today.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. The public computer is operational in the General Reference Department. Media coverage about the computer was excellent and this project is extremely popular with the public.

2. The "Remember the Main" video tape will be shown each Tuesday before the film program in the Lurie Room.

3. The move of the Video Deaf Services Department to the Main Library has been completed. Roberto Esteves invited everyone to an open house for the department on Saturday, February 5 from 4 5:30 PM.

4.

4. There will be a program entitled What is Deaf Lit erature at California Hall on February 5, at 1:00 PM.

5. The San Francisco Foundation has given the new Deaf Services Department a $13,000 grant via The Friends to upgrade videotape productions already funded by the National Endowment for the Humanities. These monies will permit four video productions on Bay Area Deaf History and Culture to be upgraded to broadcast TV quality.

SECRETARY'S REPORT
Richard Walsh

1. Lynn Freeman, Visual Arts Program Coordinator for the Art Commission, requested consideration be given to the permanent installation of the Walburg & Witikin sculp tures currently in front of the Main. Ms. Freeman suggested that the Commission review other available sculptures if the two that are currently in place are not deemed suitable.

Gary Kilbourn said that many citizens strongly object to the permanent placement of these contemporary sculp tures.

It was moved by Commissioner Jebe, seconded by Commis sioner Callanan and unanimously approved that a letter be sent to the Landmarks Preservation Board asking their opinion on the appropriateness of the sculptures in front of the Main.

President Raymundo referred the matter to the Planning and Operations Committee for further discussion.

2. Susan Cervantes from the Precita Eyes Muralists announced that there are four portable murals available which may be loaned to public libraries for outdoor walls. The murals, each measuring 8' x 16', are owned by the City and will be rotated to new locations at least once a year.

Ms. Cervantes suggested that one of the murals could be placed on the Cotter St. side of the Excelsior Branch.

Versa Cullen reported that the Excelsior Branch has been completely repainted and recommended that a mural be placed on a wall in the meeting room.

The matter was referred to the Planning & Operations Committee for determination of possible branch sites.

LIBRARIAN'S GUILD
Ms. Mitchell

1. Ms. Mitchell reserved her comments until the Personnel Committee report.

OTHER STAFF REPORTS

1. Gilbert McNamee reported that the Fireman's Fund building next door to the Business Branch is being torn down and will be replaced by a 23 story office building.

FRIENDS OF THE LIBRARY

1. Friends membership records are going to an outside computer service having reached the magic 2,500 when modern technology becomes more cost effective than a manual operation.

2. Thanks to a donation of furniture and rugs from Friends President, David Lelewer and painting from Friends' funds an additional staff lounge on the third floor will be open for business Friday, February 4. Levi Strauss, David Lelewer's employer, has contributed $1,000 to the Friends in recognition of his Board service.

3. Friends Annual Meeting and election of officers and Directors will be held on Tuesday, February 15, at 4:30 in the Commission Room of the Main Library. The annual report and 81/82 financial statement is available in the Friends' office.

KEEP LIBRARIES ALIVE

1. Sally Brunn said that KLA is continuing efforts for library funding by contacting legislators in Sacra mento.

REPORTS OF STANDING COMMITTEES
PERSONNEL

1. Commissioner Jebe moved the adoption of Resolution #1295, this was seconded by Commissioner Stern and unanimously approved.

APPROVED, Non Civil Service Temporary and Re-Certification of Temporary appointments made during the month of January 1983, and also resignations of Non-Civil Service Temporary and Part-time positions made during the month of January, 1983.

2. The Personnel Committee met at 1.15 on January 18. Em- ployee performance evaluations were discussed. At the meeting some staff members noted that there were problems with completing the form. The Committee decided that Ms. Mitchell and other concerned staff meet with the Adminis- tration to resolve problems encountered in completing the form and report on the progress made at the February Per sonnel Committee meeting.

Today, Ms. Mitchell stated that procedures for completing the form remain unclear. Some supervisors are completing the form, while others are waiting for further instruction. Ms. Mitchell said that some staff are being threatened with termination or suspension if the forms are not fill- ed out properly.

Commissioner Jebe said that work on the evaluation pro- gram should continue and the matter will be discussed further at the February 10 Personnel Committee meeting.

PLANNING AND OPERATIONS

1. The Planning & Operations Committee met at 12:15 on January 18. At the meeting Mr. Joel Gordon from the Friends of St. Francis Pre-school explained that un til recently he was allowed to bring a group of children to the weekly story hour at Eureka Valley Branch. He asked that the library's policy on story hours be ex- plained.

Mrs. Dillon detailed the policy and explained that story hours are established for children not part of an organized program.

Mr. Gordon and Mrs. Dillon will work together to es tablish a mutally agreeable service to the preschoolers from St. Francis.

2. A meeting was held on refurbishing the Main lobby. Preliminary plans are now well underway and further meetings will be scheduled to review the layout of the area.

PUBLIC RELATIONS

1. No report.

FINANCE

1. No report.

NEW BUSINESS

1. The Standing Committee schedule for 1983 is as follows

FINANCE COMMITTEE	Meets 5:00, 2nd Tuesday Chair Callanan Members: Richardson, Stong
PERSONNEL COMMITTEE	Meets 12:15, 2nd Thursday Chair: Jebe Members: Richardson, Stern
PLANNING & OPERATIONS COMMITTEE	Meets 12:15, 3rd Tuesday Chair: Stern Members: Bransten, Jebe
PUBLIC RELATIONS COMMITTEE	Meets 12:15, 3rd Wednesday Chair: Bransten Members: Stong, Callanan

There being no further business to transact, the February 1, 1983 Library Commission Meeting was adjourned at 6:00 PM.

The next regular meeting will be held Tuesday, March 1, 1983 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh, Secretary
Library Commission

RESOLUTION #1295

January 31, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January be approved:

3602 Library Page P/T

Fong, Franklin
George, Katya
Goldstein, Daniel
Harris, Robert
Kingscott, Craig
Levy, Michael
Williams, Roger

3630 Librarian I P/T

Cady, Steven
Jasko, Franklin

3632 Librarian II P/T

Schneider, Marcia
Tatko, Doris

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

1630 Account Clerk

Story, Charlotte

3602 Library Page P/T

Fung, Annie
Halberstam, Judith
Ingravallo, Tina
Lim, Terry
Martin, Jessica
Woon, Richard

3610 Library Assistant

Jensen, Lisa

2708 Custodian

Haynes, Elias
Lum, Kit
Wah Man Tsang

3630 Librarian I

Urena, Rafael

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
March 1, 1983

The regular meeting of the San Francisco Public Library Commission was held Tuesday, March 1, 1983 in the Commission Room of the Main Library.

The meeting was called to order at 4:30 PM by President Raymundo.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Richardson, Stern and Stong.

It was moved by Commissioner Jebe, seconded by Commissioner Richardson and unanimously approved that the February 1, 1983 Commission Meeting minutes be accepted.

PRESIDENT'S REPORT
Lucio C. Raymundo

1. President Raymundo announced that he and Commissioner Jebe have been reappointed to the Commission for terms expiring January 15, 1987.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Upon the recommendation of the City Librarian, it was moved by Commissioner Jebe, seconded by Commissioner Richardson and unanimously approved that the Main Library be closed at 6:00 PM on Thursday, March 3 due to the large rally being planned in Civic Center Plaza.

2. Mr. Frantz will be in New York City from March 5-14. He will be a member of the panel of judges for the John Cotton Dana Library Publicity Award. Karen Scannell will be Acting City Librarian.

SECRETARY'S REPORT
Richard Walsh

1. No report.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. None.

FRIENDS OF THE LIBRARY

1. Patricia Stewart and Roberto Esteves addressed the Friend's Annual Meeting on February 15. Pat Stewart described the computer-assisted reference services of the library; Roberto Esteves introduced the relocated video and deaf services.

2. The following members were elected officers:

   President - Stephen Walter
   Vice President - Tom Finn
   Vice President - Lorcy Burns
   Secretary - Elaine Mundy
   Treasurer - David Coulter

3. Awards were presented to retiring board members Mary Louise Stong, Charlotte Berk and Brian Masaoka.

4. Bequests in memory of Commissioner Stong's mother have been added to the Bowles bequest for lobby remodelling along with $500 from the Lillian Brentnall estate and $500. from Stephen Walter in honor of Commissioner Stong's service to the Friends of the Library. These gifts will provide a comprehensive directory for the lobby.

5. B. Dalton will continue the "Art of Storymaking" workshops with a grant of $13,000. and publish Friends' Literacy Guide with a grant of $1,000.

6. The San Francisco Foundation has granted $13,600 to upgrade video production services for the deaf and $3,600 to continue poetry workships led by Kosrof Chantikian.

7. Friends hav allocated an additional $2,000 to adult programming for the rest of the fiscal year to help the library meet the Mayor's management by objective priority of increased library usage.

KEEP LIBRARIES ALIVE

1. Sally Brunn has written a letter to Mayor Feinstein informing her that 10,000 copies of FREE have been distributed to members of the Friends and all branch libraries. She enclosed stories on Sunday users at the Main and Mission branch. Ms Brunn also wrote that she will keep the Mayor informed on the status of SB 358.

REPORTS OF STANDING COMMITTEES
Personnel

1. Commissioner Jebe moved the adoption of Resolution #1297, this was seconded by Commissioner Stern and unanimously approved.

   Approval of Resolution 1297, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of February 1983, also resignations of Non-Civil Service Temporary and part-time positions made during the month of February 1983.

PLANNING AND OPERATIONS

1. The Planning and Operations Committee met at 12:15 PM on February 15. At the meeting Susan Cervantes from the Precita Eyes Muralists explained the purpose of the four portable murals available for display on public buildings in low income neighborhoods. The group was asked to work with Karen Scannell for possible branch sites.

   It was moved by Commissioner Bransten, seconded by Commissioner Callanan and unanimously approved that a letter of appreciation be sent to the group commending them for their efforts in bringing mural art closer to more people and that the group survey other city buildings for possible mural sites.

2. The sculptures in front of the Main were discussed. The Commission has been asked for permission to have the sculptures permanently installed. Joan Ellison, Art Commission Director, suggested that a committee composed of representatives from various city departments (CAO, DPW, Mayor, Recreation & Park, Board of Supervisors, Library, Art Commission, etc.) be established to review the appropriateness of sculptures for Civic Center.

   It was moved by Commissioner Callanan, seconded by Commissioner Jebe and unanimously approved that the Library Commission urges the proposed committee be established immediately and that a policy on sculpture displays in the Civic Center be developed with the understanding that the Library Commission would have final authority over any sculpture placed on the Library grounds.

PUBLIC RELATIONS

1. The Public Relations Committee met at 12:15 PM on February 16. Anne Halderman showed the committee proposed new logos for the library. Commissioner Stern suggested that the Friends contact Adrian Wilson or Andrew Hoyem to see if either one would be interested in designing a logo for the library.

   The committee was shown the new sheet entitled "BOOKINGS" which lists programs at the resource branch libraries.

   It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved that letters of thanks be sent to the Friends for the popular lecture series they sponsored last year as well as tor excellent public relations and also to KLA for their efforts on SB358.

FINANCE

1. The Finance Committee met at 5:00 PM on February 8. FY 83-84 budget was briefly discussed and will be covered in more detail at the meeting on March 10 at 5:00 PM in the Rare Books Room.

2. The Fuhrman Fund was discussed and a financial statement was presented to the committee. John Fetros explained how library materials are ordered using receipts generated by the fund. Anne Halderman will write a report on how the money is allocated and expended.

NEW BUSINESS

1. It was moved by Commissioner Stern, seconded by Commissioner Bransten and unanimously approved that the library be closed on Easter Sunday, April 3.

2. Commissioner Stern stated that even though plans are underway for remodeling the Main Lobby there is still a strong desire and need for a new Main Library building.

3. Commissioner Richardson asked the Finance Committee to examine the rent increase at the Business Branch when reviewing FY 83-84 budget request.

4. Mr. Ed Farrell, Haight Ashbury Community Coalition, reported on the success the group has experienced at Park Branch.

   It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved that the group be granted an indefinite extension of time for using the Park Branch community rooms.

5. Commissioner Jebe commended Roberto Esteves for the excellent program entitled "American Culture: The Deaf Perspective" at California Hall on February 5.

There being no further business to transact, the March 1, 1983 Library Commission Meeting was adjourned at 6:00 PM.

The next regular meeting will be held Tuesday, April 5, 1983 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission.

RESOLUTION #1297

February 28, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February be approved:

3602 Library Page P/T

Carson, Jeffrey
Cheung, Ruby
Hudson, Frannie
Hui, Danny
Mah, Lisa
Rio, Perla
Tin, George

3610 Library Assistant

Ng, Alice

2708 Custodian

Grandiz, Ramon
Le, Hein
Osorio, Aracely

3630 Librarian I

Chisaki, Jane
Huseby, Jane
Martin, Michael
McGuire, Alice
Reiterman, Susan

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Harris, Melanie
Sabath, Barbara
Sai, Norman
Yip, Lily

Documents Department

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APR 25 1983
SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
SPECIAL COMMISSION MEETING
APRIL 11, 1983

A special meeting of the San Francisco Public Library Commission was held Monday, April 11, 1983 in the Commission Room of the Main Library.

The meeting was called to order at 4:30 PM by President Raymundo.

On roll call the following Commissioners were noted present: Callanan, Raymundo, Richardson and Stong.

Commissioners Bransten, Jebe and Stern were excused.

The agenda item was FY 83-84 budget request.

Mr. Frantz explained that the budget request for FY 83-84 reflects continuation of Sunday hours for the Main and seven resource branches and continued service enhancements. The high level request is $12.48 million; the low level request is $12.27 million.

The following is a summary by program:

Program-Direct Services

Modified high-level: At this level the full range of enhanced services established in 1982-83 can be maintained throughout 1983-84. Additional improvments would result from an upgrading of the library's watchmen to buildings and ground patrolmen, and the addition of a carpenter and stationary engineer.

Modified low-level: At this level the existing range of library services, facilities and hours could continue to be provided throughout 1983-84. If funds are not available to provide this increment, some curtailment of services, based on the consolidation plan, would be unavoidable.

Program-Acquisition

Modified high-level: The 50% increase in the library's book budget for fiscal year 1982-83 has caused a backlog to develop in the cataloging and book processing units. This non-recurring bulge in the work load can be accomodated by adding five temporary technical services positions for next year.

Modified low-level: The budget request is unchanged at this level because of the temporary nature of the needed described above.

Program-Management

Modified high-level: At this level, two clerks and provision of overtime and part-time clerical support have been added to meet the increased load on personnel, payroll and accounting operations.

Modified low-level: The budget request is unchanged at this level because of the demands described above remain unchanged.

It was moved by Commissioner Richardson seconded by Commissioner Callanan and unanimously approved that the currently vacant position of Co-ordinator of Childrens Services be filled.

It was moved by Commissioner Callanan seconded by Commissioner Richardson and unanimously approved that the position of childrens librarian for the reading centers be included in the FY 83-84 budget request.

It was moved by Commissioner Callanan, seconded by Commissioner Stong and unanimously approved that FY 83-84 budget request be accepted as amended and transmitted to the Mayor.

There being no further business to transact, the April 11, 1983 Special Commission Meeting was adjourned at 5:25 PM

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

Documents Department

DOCUMENTS DEPT.

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
APRIL 5, 1983

The regular meeting of the San Francisco Public Library Commission was held Tuesday, April 5, 1983 in the Commission Room of the Main Library.

The meeting was called to order at 4:30 PM by President Raymundo.

On roll call the following Commissioners were noted present: Commissioner Callanan, Jebe, Raymundo, Richardson and Stong.

Commissioners Bransten and Stern were excused.

It was moved by Commissioner Callanan, seconded by Commissioner Stong and unanimously approved that the March 1, 1983 Commission Meeting minutes be accepted by correcting page 3, report of Personnel Committee to read:

1. Commissioner Jebe moved the adoption of Resolution #1296, this was seconded by Commissioner Stern and unanimously approved.

   Approval of Resolution #1296, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of February 1983, also resignations of Non-Civil Service Temporary and part-time positions made during the month of February 1983.

PRESIDENT'S REPORT
Lucio C. Raymundo

1. Yesterday, President Raymundo discussed the status of the temporary sculpture installation at the Main Library with the Art Commission. A motion was passed by the Art Commission that the sculptures will be removed and returned to the owners.

2. President Raymundo appointed Commissioners Jebe and Stern to serve on an Ad Hoc Committee being convened by the Art Commission which will review the idea of a permanent sculpture display for Civic Center.

3. The Secretary was given a copy of the Art Commission minutes to review and determine if the format used would be suitable for the Library Commission minutes.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. The Sutro Library will be dedicated on April 24th at San Francisco State University, 480 Winston Dr. The Ceremonies will begin at 2:00 PM, and be followed by a tour.

2. CLSI funds for equipment have been released by the Board of Supervisors which will allow for further expansion of the circulation system.

3. Jim Reilly raised the question of increasing the charge for replacement of lost library cards. President Raymundo referred the matter to the Planning and Operations Committee for review and recommendation.

SECRETARY'S REPORT
Richard Walsh

1. The ramps at the Main have been completed. The Department of Architecture has given final approval of the project and has ordered payment in full to the contractor.

2. The Recreation and Park Department will be asked once again if they can install blocks or stepping stones on the dirt path in front of the Main Library.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. No report.

FRIENDS OF THE LIBRARY

1. Shirley Lowes, public relations consultant, has sent out National Library Week publicity to all the media.

2. Thirty-five newly graduated City Guides volunteers received diplomas and 27 guides from the class of 1981 have signed up for another two years.

3. Levi Strauss has donated next-to-new tables, chairs and a desk to the staff rooms of the Main Library courtesy of David Lelewer, former Friends president.

4. A grant from the Lurie Foundation has provided funds to paint the Lurie Room and produce blow-up photos from the Imagined City exhibit.

5. There will be another mini-book sale on Sunday, April 17th which will begin National Library Week. The 19th Annual Book Sale at Fort Mason is May 12-15.

KEEP LIBRARIES ALIVE

1. No report.

REPORTS OF STANDING COMMITTEES
Personnel

1. Commissioner Jebe moved the adoption of Resolution #1298, this was seconded by Commissioner Callanan and unanimously approved.

   Approval of Resolution 1298, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of March 1983, also resignations of Non-Civil Service Temporary and part-time positions made during the month of March 1983.

PLANNING AND OPERATIONS

1. The Planning and Operations Committee met at 12:15PM on March 15th. Commissioner Stong reported that preliminary sketches of the lobby were presented to the Committee. Under consideration is replacement of the current counter with two kiosks. Entrance to the building would be through the center doors; exiting would be through the current entrance doors.

2. Mr. Frantz has written letters to the Planning Commission, Art Commission and the Historical Landmarks Advisory Committee informing them of the plans for the lobby restoration.

PUBLIC RELATIONS

1. No report.

FINANCE

1. The Finance Committee met at 5:00 PM on March 10th to discuss FY 83-84 budget and the Fuhrman Fund. Today Mr. Frantz reported that the budget request has gone to the Mayors Office. Mayor Feinstein has begun scheduling meetings with departments and has adked that the president and 1st vice-president of the commissions attend these meetings.

2. Mr. Frantz has talked to the Deputy General Manager of the Recreation and Park Department and asked how they show receipts by source and expenditures by catagory for the Fuhrman Fund. He said the department is drafting a format for reporting on the status of the fund and he will send the library a copy of it when it is completed.

Commissioner Stong requested that the draft be reviewed by the Commission in two months to see if the format is suitable for quarterly or semi-annual review and approval of Fuhrman Fund expenditures.

NEW BUSINESS

1. There will be a special meeting of the Library Commission on Monday, April 11 at 4:30 PM in the Commission Room to discuss FY 83-84 budget request.

2. It was moved by Commissioner Callanan, seconded by Commissioner Stong and unanimously approved that Resolution #1297 be adopted.

RESOLUTION #1297

RESOLUTION BY THE CITY AND COUNTY OF SAN FRANCISCO, URGING THE ESTABLISHMENT OF A SEPARATE LIBRARIAN'S DEPARTMENT WITHIN THE LEAGUE OF CALIFORNIA CITIES.

WHEREAS, the League of California Cities was established in 1898 to foster and facilitate quality municipal government within the State of California; and

WHEREAS, the League has evolved into a acclaimed forum for excellence in government, representing municipal administrators and

WHEREAS, for more than a century, public librarian's have proudly and effectively served millions of municipal residents by providing the materials, information and professional guidance necessary for their education, information and spiritual well being; and

WHEREAS, librarians have not been officially represented within the League's Divisions or Departments to date; and

WHEREAS, such exclusion has diminished vital and necessary communication between library administrators and their counterparts within the existing League; now therefore be it

RESOLVED, by the San Francisco Public Library Commission that the establishment of a separate functional Department of City Librarians within the League of California Cities is deemed to be of significantly enduring value and should be carefully considered by the League's current Directors.

There being no further business to transact the April 5, 1983 Library Commission Meeting was adjourned at 5:30 PM.

The next regular meeting will be held Tuesday, May 3, 1983 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1298

March 31, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March be approved:

3602 Library Page P/T

Arroyo, Lorena
Baum, Katherine
Burroughs, Jennifer
Espil, Paul
Lee, David
Masuda, Donald
Scannell, John

2708 Custodian

Dea, Woon Yau

1404 Clerk

Ko, Kam H.

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Espil, Paul
Hsu, Alex
Jensen, Lisa
Lis, Kenneth
Scannel, John

3630 Librarian I

Montgomery, Anne

Documents Department

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MAY 6 1983

SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
MAY 3, 1983

The regular meeting of the San Francisco Public Library Commission was held Tuesday, May 3, 1983 in the Commission Room of the Main Library.

The meeting was called to order at 4:35 PM by Commissioner Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Stern and Stong.

Commissioners Raymundo and Richardson were excused.

It was moved by Commissioner Jebe, seconded by Commissioner Bransten and unanimously approved that the April 5, 1983 Commission Meeting minutes be accepted.

It was moved by Commissioner Jebe, seconded by Commissioner Stong and unanimously approved that the April 11, 1983 Special Commission Meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. The Quake-Expo held on April 16 was extremely successful. Over 500 people attended this event in the Main Library.

2. The Sutro Library was dedicated on April 24 at San Francisco State.

3. May 19 is legislative day in Sacramento. Library delegations from around the state will be calling on their senators and assemblymen trying to secure an appropriation under SB358.

4. The JOBS bill signed by President Reagan in March appropriated $50 million to Title II of the Library Services and Construction Act. California will be allotted about $5.6 million. These matching funds are 43% federal and 57% state and local.

5. The mayors budget meeting was held on April 21. The mayor has approved the library's high level increment of $12.5 million. Excluding salary standardization, this is an increase of $700,000 over the current budget.

6. Commissioners have received a staff recommendation with respect to the transfer on indefinite loan of selected items from the geneology collection of the library to the Sutro Library. The transfer will strengthen the Sutro collection as well as free some space in the Main.

Constant Vaughn stated that the California Geneological Society has not been given the opportunity to make a formal request to be considered as custodian of the San Francisco Public Library geneology collection.

Polly Ferk, Sequoia Chapter of the D.A.R., stated that the Sutro Library does not charge admission.

Eileen Ross endorsed the move of the collection to the Sutro Library and said many others are in favor of the move.

Florence Johnson, past-president of the Colonial Dames of the 17th Century, stated that her organization has donated many books in the past and that they are in favor of moving the collection to the Sutro Library.

The matter was referred to the Planning and Operations Committee for futher discussion. The Committee is scheduled to meet on Tuesday, May 17 at 12:15 PM in the Commission Room.

SECRETARY'S REPORT
Richard Walsh

1. The Park and Recreation Department will install stepping stones or blocks during the summer months on the dirt path to Fulton Street across the front of the Main.

2. The Art Commission has informed the library that the Visual Arts Committee voted yesterday that the sculptures in front of the Main should be removed. The Museum of Modern Art has requested that the Walburg and Witkin sculptures remain until July 1st to enable funding of the move to other sites.

It was moved by Commissioner Jebe, seconded by Commissioner Bransten and unanimously approved that an extension of time to July 1st be given to the Museum of Modern Art and to Richard Mayer for removal of the sculptures.

LIBRARIAN'S GUILD

1. Florence Mitchell asked about the status of filling the Coordinator of Childrens Services position. Mr. Frantz reported that a letter has been written to John Walsh requesting that an examination be held for this position.

FRIENDS OF THE LIBRARY

1. Maggie Parante presented a Certificate of Honor to Commissioner Stong in recognition of her years of service to the Friends.

2. "Literacy in Action" a guide to literacy programs in San Francisco has been prepared by the Friends and published with a grant from B. Dalton Bookseller.

3. A grant of $11,000 from the Jewett Foundation will fund the City Guides volunteer program for 1983/84.

4. The 19th Annual Book Sale will begin at Fort Mason, Pier 3 on Thursday, May 12 and ends Sunday, May 15 when all books left are half-price. Wally Amos, spokesperson for Literacy Volunteers of America, has donated 50 pounds of Famos Amos chocolate chip cookies for the hardworking volunteers.

5. City Guides-Special neighborhood walks are planned on Saturdays in May. In addition to the regularly scheduled tours, guides will explore St. Francis Wood, Noe and Eureka Valleys, Mission Dolores Village, Haight-Ashbury and Aquatic Park.

6. Debra Disman conducts in-service training for the Art of Storymaking on Saturday, May 7. The free sessions are open to all adults interested in working with children on creative projects.

KEEP LIBRARIES ALIVE

1. Letters were sent to all supervisors telling them of the favorable response to Sunday hours by the public.

2. Commissioner Raymundo and Sally Brunn delivered photographs of Sunday openings to Supervisors Molinari, Renee and Ward.

3. KLA is drafting a letter to send to all library supporters asking them to write to their legislators requesting funding for SB358. KLA will have a bus available on May 19 to go to Sacramento.

REPORTS OF STANDING COMMITTEES

FINANCE
Commissioner Edward F. Callanan

1. Commissioner Stong moved the approval of Resolution #1300, this was seconded by Commissioner Stern and unanimously approved:

RESOLUTION #1300

AUTHORIZING THE PUBLIC LIBRARY TO EXPEND FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY DEMONSTRATION PROJECT FOR 1983-84.

WHEREAS, the Board of Supervisors of the City and County of San Francisco approved the application for funds for the Federal Library Services and Construction Act funds for the continued operation of its reference project, the Bay Area Reference Center by Resolution #824-82 dated October 18, 1982, and

WHEREAS, the San Francisco Public Library has received approval by the State Library of funding in the amount of $398,300; now therefor be it,

RESOLVED, that the San Francisco Public Library expend this amount for fiscal year 1983-84, and be it

FURTHER RESOLVED, that the acceptance of these funds does not commit the City and County of San Francisco to continuance beyond the period of said grant funds.

PERSONNEL COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Jebe moved the adoption of Resolution #1299, this was seconded by Commissioner Stong and unanimously approved.

1. Approval of Resolution #1299, Non-Civil Service Temporary and recertification of Temporary appointments made during the month of April 1983, also resignations of Non-Civil Service Temporary and part-time positions made during the month of April 1983.

PLANNING AND OPERATIONS COMMITTEE
Commissioner Marjorie G. Stern

1. No report.

PUBLIC RELATIONS COMMITTEE
Commissioner Edward Bransten

1. No report.

NEW BUSINESS

1. Mr. Frantz reported that Commissioner Richardson and her husband recently received the Koshland award in recognition of conspicuous and outstanding public service to the community.

It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that a letter of congratulations be sent to Commissioner Richardson and her husband.

There being no further business to transact, the May 3, 1983 Library Commission Meeting was adjourned at 5:02 PM.

The next regular meeting will be held Tuesday, June 7, 1983 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh, Secretary
Library Commission

RESOLUTION #1299

April 29, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April be approved:

3602 Library Page P/T

Brunn, Michael
Escalante, Rina
Griffin, Shelly
McPherson, Kathy
Wilde, James
Yeung, Lana

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Kransky, Rusty
Mowrey, Vincent
Ong, Mark
Porter, David
Quan, Jane
Rehn, Gregory
Stephens, Mary

3630 Librarian I

Lovaas, Carol F.

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SAN FRANCISCO
PUBLIC LIBRARY

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SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
June 7, 1983

The regular meeting of the San Francisco Public Library Commission was held Tuesday, June 7, 1983 in the Commission Room of the Main Library.

The meeting was called to order at 4:35 PM by Commissioner Callanan.

On roll call the following Commissioners were noted present: Callanan, Jebe, Stern and Stong.

Commissioners Bransten, Raymundo and Richardson were excused.

It was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that the May 3, 1983 Commission Meeting minutes be accepted.

PRESIDENTS REPORT
Vice-President Edward F. Callanan, Jr.

1. Commissioner Callanan announced that President Raymundo is home from the hospital and is rapidly recovering from his recent surgery.

2. It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that there will be no regular monthly meeting held in July.

3. John Long, Daniel Soloman Associates, described the proposed remodeling of the Main lobby. Samples of finished iron and masonry work were shown to Commissioners. It was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that the plan be accepted as proposed.

   Florence Mitchell noted that the Librarian's Guild wishes to meet and confer on the effects on Librarian's of the remodeling.

CITY LIBRARIAN'S REPORT
Mr. John C. Frantz

1. On the recommendation of the City Librarian it was moved by Commissioner Jebe seconded by Commissioner Stern and unanimously approved that the Main Library be closed on Sunday, June 26, Gay Freedom Day.

2. The departmental budget hearing by the Finance Committee of the Board of Supervisors for FY 83-84 is scheduled for June 21. The hearing will convene at 1:00 PM with Park and Recreation first on the agenda. The library is second.

3. The JOBS bill has appropriated funding in Title II of LSCA and the allotment for California is approximately $5.6 million. Mr. Frantz will submit a formal notice of intent to apply for construction assistance for the lobby project as a whole, automatic doors for the Main entrance and construction of an isolated computer room. The deadline for submitting applications is August 22.

4. SB358, the public library funding bill, is included in the amount of $12.5 million in both the Senate and Assembly budgets. This will take effect on January 1, 1984 if signed by the governor. The allocation to San Francisco will be about $420,000.

5. Mr. Frantz will be attending the ALA conference in Los Angeles from June 24-28. Mr. William Ramirez will be acting City Librarian.

6. It was moved by Commissioner Stern, seconded by Commissioner Stong and unanimously approved that the revised library meeting room policy be adopted. A copy of the revised policy is attached to the file copy of these minutes.

SECRETARY'S REPORT
Mr. Richard P. Walsh

1. Mr. Walsh reported that yesterday the Board of Supervisors approved the resolution authorizing renewal and extension of existing leases of property for use by the library.

LIBRARIAN'S GUILD

1. Ms. Mitchell asked for a progress report on filling the position of Coordinator of Children's services. Mr. Murphy reported that Civil Service will probably not process the request for filling the position until the city-wide accelerated testing is completed. Commissioner Callanan asked Mr. Frantz to write to Civil Service reminding them that the coordinator position is a priority item. Advertising for the position will also appear in library journals.

2. Mr. Frantz reported that upgrading of current watchmen to building and grounds patrolmen is in next years budget request. Current library rules are being revised with the help of the City Attorney's office.

   The Planning and Operations Committee will review current and proposed security at its next meeting.

OTHER STAFF REPORTS

1. Mrs. Joan Dillon reported on the summer reading program for children "Play Ball With The San Francisco Public Library". Children who read nine books will receive tickets to the August 24 Giants game. Each child will receive a certificate from the Giants signed by third-baseman Tom O' Malley in recognition of "exceptional reading".

   Mrs. Dillon thanked the Friends and Shirley Montague for their efforts in making the event a success.

FRIENDS OF THE LIBRARY

1. The nineteenth annual Book Sale raised $34,656 and recycled 32,000 books.

2. Through the efforts of Public Relations Consultant Shirley Montague-Lowes. KPIX has produced a video spot with Tom O' Malley, Giants' infielder, announcing the Children's Summer Reading Program.

3. The Frients' Board has voted to fund a public relations consultant as part of our ongoing program to assist both Library and Friends promotion while continuing to support a library budget for at least one public relations professional.

4. Third lecture series begins October 7 at Herbst Theater with Fran Lebowitz. Other authors appearing are: Isaac Bashevis Singer, October 13; John Updike, October 21; Alice Walker, October 28; Nora Ephron, November 4; Doris Lessing, April 6, 1984.

5. Friends have agreed to act as sponsoring agent for a citywide volunteer tutorial reading program. Literacy in Action. The guide to existing programs is now available at all branches and is free to community organizations.

6. An Art of Storymaking exhibit of books created by children attending the Mission Branch Library's workshop will open on June 20 with a reception at B. Dalton Bookseller, Stonestown.

KEEP LIBRARIES ALIVE

1. KLA is launching a letter writing campaign to the governor in support of an appropriation to the public library fund under SB358. They will also contact various supervisors in support of the Mayor's library budget request.

REPORTS OF STANDING COMMITTEES

FINANCE
Commissioner Edward F. Callanan Jr.

1. Commissioner Stong moved the approval of Resolution #1301: this was seconded by Commissioner Stern and unanimously approved:

RESOLUTION #1301

RESOLVED, that the Library Commission hereby authorizes the attendance of Richard Shouse at the American Library Association 102nd Annual Conference, Los Angeles June 28 and 29, 1983; expenses to be paid from Bay Area Reference Center funds 1982-83, as such funds permit.

2. Commissioner Stong moved the approval of Resolution #1302, this was seconded by Commissioner Jebe and unanimously approved.

RESOLUTION #1302

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol Coon and Kay Roberts at the 10th Annual DIALOG Users Conference. Los Angeles, June 23 and 24, 1983; expenses to be paid from Bay Area Reference Center funds, 1982-83 as such funds permit.

PERSONNEL COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Jebe moved the adoption of Resolution #1303, this was seconded by Commissioner Stern and unanimously approved.

Approval of Resolution #1300 Non-Civil Service Temporary and recertification of Temporary appointments made during the month of May 1983, also resignations of Non-Civil Service Temporary and part-time positions made during the month of May, 1983.

PLANNING AND OPERATIONS COMMITTEE
Commissioner Marjorie G. Stern

1. The Planning and Operations Committee met on May 17 at 12:15 PM. The committee heard testimony from several people regarding the loan of selected San Francisco Public Library genealogy materials to the Sutro Library. The committee recommended that the loan of the materials to the Sutro Library be approved.

Today, several members of the California Genealogical Society restated their position that the collection be moved to California Hall under the direction of CGS.

It was moved by Commissioner Stern, seconded by Commissioner Stong and unanimously approved that the collection be loaned indefinitely to the Sutro Library on the campus of San Francisco State.

2. The committee reviewed proposed revisions in various fines and fees. Major changes include re-establishing fines for seniors and doubling the charge for non-residents cards.

   It was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that the new fines and fees schedule be adopted for implementation on July 1, 1983.

   A copy of the revised fines and fees schedule is attached to the file copy of these minutes.

3. A charter amendment to add Section 3.562, creating a talking book library for the blind and physically disabled has been introduced to the Board of Supervisors.

   On recommendation of the City Librarian, it was moved by Commissioner Stern, seconded by Commissioner Stong, and unanimously approved that the Library Commission opposes the proposed charter amendment creating this separate department within the library.

PUBLIC RELATIONS COMMITTEE
Commissioner Edward Bransten

1. No report.

NEW BUSINESS

1. No report.

There being no further business to transact, the June 7, 1983 Library Commission Meeting was adjourned at 5:50 PM.

The next rugular meeting will be held Tuesday, August 2, 1983 at 4:30 PM in the Main Library.

Respectfully submitted,

Richard Walsh, Secretary
Library Commission

RESOLUTION #1303

May 31, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May be approved:

3602 Library Page P/T

Hughes, Gail G.
Sorbelli, Michael
Soto, Carol
Verrett, Lester

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Burroughs, Jennifer
Gold, Kenneth C.
Johnson, Raycurt L.
Kingscott, Craig A.
McPherson, Kathy
Saunders, Virginia
Sutton, Joan
Tong, Carol B.

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SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
AUGUST 2, 1983

The regular meeting of the San Francisco Public Library Commission was held Tuesday, August 2, 1983 in the Commission Room of the main library.

The meeting was called to order at 4:30 p.m. by President Raymundo.

On roll call the following Commissioners were noted present: Jebe, Raymundo, Richardson, Stern and Stong.

Commissioners Bransten and Callanan were excused.

It was moved by Commissioner Jebe, seconded by Commissioner Stern and unanimously approved that the June 7, 1983 Commission Meeting minutes be accepted.

PRESIDENT'S REPORT
President Lucio C. Raymundo

1. President Raymundo expressed his deep appreciation for the prayers and cards he received during his recent illness.

2. It was moved by Commissioner Stern, seconded by Commissioner Stong and unanimously approved that Commissioner Jebe be recommended for appointment to the Bay Area Library System Advisory Board when President Raymundo's term expires in December 1983.

3. It was moved by Commissioner Stong, seconded by Commissioner Jebe and unanimously approved that the following resolutions be adopted:

RESOLUTION #1308

RESOLVED, that the Library Commission authorizes the City Treasurer to reinvest $85,000 for the Alfred Fuhrman Bequest in one-year U.S. Treasury Notes with a yield of approximately 10% to 10.5%.

RESOLUTION #1309

RESOLVED, that the Library Commission authorizes the City Treasurer to reinvest $10,000 for the Special Anecdotal Book Fund in one-year U.S. Treasury Notes with a yield of approximately 10% to 10.5%.

4. It was moved by Commissioner Stern, seconded by Commissioner Jebe and unanimously approved that a resolution be prepared and sent to Governor Deukmejian and Senator Nielsen thanking them for their support of SB 358.

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CITY LIBRARIAN'S REPORT
John C. Frantz

1. Ed Farrell, Haight-Ashbury Community Coalition, introduced Dick Clark who will serve as part-time community coordinator.

   Library Commissioners and staff are invited to attend the dedication of the community rooms at Park Branch on Thursday, August 4, 1983 at 6:30 p.m. Mayor Feinstein will attend the event.

2. Filipino-American Cultural Week was very successful again this year under the direction of Dalisay Balunsat.

3. The Board of Supervisors passed for second reading the Appropriation Ordinance for FY 83-84. There was an across the board cut of 10% for equipment; the book budget was not affected.

4. Mr. Frantz attended ALA in late June.

5. The exhibit on the second floor for the 35th anniversary of Israel has been extremely popular. Mr. Frantz reminded everyone that the exhibit is scheduled to be disassembled very soon.

6. Steve Salmon, library automation expert from U.S. Berkeley, met with SFPL staff on July 22 to discuss software for an on-line catalog. He will submit a general outline which will cover a pilot project for more recent books acquired by the library.

7. SB 358 was cut from $12 million to $6 million by Governor Deukmejian. On a percapita basis, this means that San Francisco will received about $210,000.

8. The library signed the M.O.U. with the Librarians' Guild on July 19. The Guild is reproducing the M.O.U. and all Commissioners will receive a copy when they are available.

9. Claire Isaacs is the new director of the Art Commission.

10. The Charter amendment adding Section 3.562, creating a library for the blind and physically handicapped was discussed. Jim McGinnis explained his concerns for the creation of this department. Roberto Esteves detailed current services to the blind and physically disabled.

    It was moved by Commissioner Stong, seconded by Commissioner Stern and unanimously approved that an Advisory Committee for the Talking Books Library be established and that the members of the committee include, but not limited to, the following:

Dr. Larry Broussal, President, San Francisco Community College Centers: Disabled Students Program

Ms. Gudrun Brunot, Coordinator of Reading, San Francisco State University: Disabled Students Program.

Ms. Winifred Downing, user

Mr. Al Nabham, user and past President, American Council for the Blind of California, San Francisco Chapter

Mr. Gil Orlik, Executive Director, San Francisco Lighthouse for the Blind

Dr. Rose Resnick, user and Executive Director, California League for the Handicapped

Ms. Pamela Santos, Director, National Association for the Visually Handicapped, San Francisco Chapter.

LIBRARIANS GUILD

1. Florence Mitchell asked about the status of filling the Coordinator of Children's Services position and the children's librarian for the reading centers. Mr. Frantz stated that he has once again written to the General Manager of the Civil Service Commission, asking for establishment of a list of eligibles. Mrs. Scannell reported that the new supervisor of the reading centers has many years of children's service and she will be expanding these services in the centers.

FRIENDS OF THE LIBRARY

1. The Friends submitted their budget for FY 83-84.

KEEP LIBRARIES ALIVE

1. KLA urged the library to thank San Francisco legislators for their support of SB 358.

REPORTS OF STANDING COMMITTEES

FINANCE
Commissioner Edward F. Callanan, Jr.

1. No report

PERSONNEL
Commissioner Walter G. Jebe

1. Commissioner Jebe moved the adoption of Resolution 1304, this was seconded by Commissioner Richardson and unanimously approved.

APPROVED, Non-Civil Service Service Temporary and Recertification of temporary appointments made during the months of June and July 1983; also resignations of Non-Civil Service Temporary and part-time positions made during the months of June and July 1983.

PLANNING AND OPERATIONS COMMITTEE
Commissioner Marjorie G. Stern

1. No report.

PUBLIC RELATIONS COMMITTEE
Commissioner Edward Bransten

1. No report.

NEW BUSINESS

1. Commissioner Stern moved the adoption of Resolution #1305; this was seconded by Commissioner Stong and unanimously approved.

RESOLUTION #1305

APPROVING THE APPLICATION AND THE PROJECT AGREEMENT FOR HISTORIC PRESERVATION GRANTS-IN-AID FUNDS FOR MAIN LIBRARY PROJECT

WHEREAS, the Congress under Public Law 89-665 has authorized the establishment of a National Historic Preservation Grants-in-Aid Program, providing matching funds to the State of California and its political subdivisions for historic preservation, survey, planning, development and acquisitions projects; and

WHEREAS, the California Office of Historic Preservation is responsible for the administration of the program within the state, setting up necessary rules and procedures governing application by local agencies under the program; and

WHEREAS, said adopted procedures established by the California Office of Historic Preservation require the applicant to certify by resolution the approval of applications and the availability of local matching funds prior to submission of said applications to the state:

NOW, THEREFORE, BE IT RESOLVED, that the San Francisco Public Library Commission hereby:

1. Approves the filing of an application for the National Historic Preservation Grants-in-Aid assistance for project; and

2. Appoints the City Librarian or his/her authorized deputy as agent of the public library to coordinate, process and execute all contracts, agreements, amendments and ancillary documents within the scope of the attached application; and

3. Agrees that all required local matching funds will be provided for the project.

2. Commissioner Richardson moved the adoption of Resolution #1306; this was seconded by Commissioner Stern and unanimously approved.

RESOLUTION #1306

AUTHORIZING THE PUBLIC LIBRARY TO EXPEND INTEREST ON FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY DEMONSTRATION PROJECT FOR 1983-84.

WHEREAS, the Board of Supervisors of the City and County of San Francisco approved the expenditure of funds in the amount of $398,300 for the Federal Library Services and Construction Act for the continued operation of its reference project, the Bay Area Reference Center by Resolution No. 592-83, dated June 13, 1983; and

WHEREAS, the United States Department of Education has made the stipulation that interest accrued from those funds should be used for approved project purposes; now therefore be it

RESOLVED, that the San Francisco Public Library be authorized to expend any funds accrued through interest on the grant funds during 1983-84, and be it

FURTHER RESOLVED, that the acceptance of these funds does not commit the City and County of San Francisco to continuance beyond the period of said grant funds.

3. Commissioner Jebe moved the adoption of Resolution #1307; this was seconded by Commissioner Stern and unanimously approved.

RESOLUTION #1307

APPROVING THE APPLICATION FOR FUNDS UNDER TITLE II OF THE LIBRARY SERVICES AND CONSTRUCTION ACT FOR REMODELING OF THE MAIN LIBRARY

WHEREAS, the United States Congress has appropriated funds to Title II of the Library Services and Construction Act under the Emergency Jobs Act of 1982 (P.L. 98.8) for public library construction and remodeling; and

WHEREAS, the California State Library is responsible for the administration of LSCA grants; and

WHEREAS, the main library of the San Francisco Public Library has plans for remodeling including the installation of an automatic elevator, renovation and relocation of public rest rooms to provide accessibility by the physically handicapped, provision of additional protected space for computer operations and other rehabilitation components; and

WHEREAS, indirect costs of 5% shall be incorporated in the application, now therefore be it

RESOLVED, that the San Francisco Public Library Commission approves the application for funds under Title II of the Library Services and Construction Act and appoints the City Librarian as agent of the library to comply with policies and procedures of the State Library.

4. James Reilly reported that CLSI has recently experience considerable down-time. The system is currently being upgraded and future down-time should be minimal.

5. Joan Dillon introduced Ruth Amernick who is the new exceptional children's librarian.

There being no further business to transact, the August 2, 1983 Library Commission Meeting was adjourned at 6:00 p.m.

The next regular meeting will be held Tuesday, September 6, 1983 at 4:30 p.m. in the main library.

Respectfully submitted,

Richard Walsh

RICHARD WALSH
Secretary, Library Commission

RESOLUTION #1304

July 31, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the months of June and July be approved:

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Cannariato, Jennifer
Fong, Darren
Hazemoto, Robert
Huck, Bill
Hui, David
Mintz, Barbara
Reilly, Mary
Tran, Hong C.
Wilton, Annette
Wong, Jennie
Young, Burrell

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Aguirre, David
Burge, Catherine
Harris, Kathryn
Lane, Tim
McLellan, Mary
Parsons, Cherrie
Saunders, Virginia
Shulman, Lesah
Sorro, Daniel
Townsend, Felicia
Verrett, Lester
Williams, Roger
Yeung, Lana

Documents Department

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
September 6, 1983

The regular meeting of the San Francisco Public Library Commission was held Tuesday, September 6, 1983 in the Commission Room of the Main Library.

The meeting was called to order at 4:35 PM by Vice-President Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Richardson and Stong.

Commissioners Raymundo and Stern were excused.

It was moved by Commissioner Stong and seconded by Commissioner Jebe and unanimously approved that the June 7, 1983 Commission Meeting minutes be approved with the following change:

> Page 6, 4. The Commission inquired about the recent CLSI breakdowns. James Reilly reported that CLSI has recently experienced considerable down-time. The system is currently being upgraded and future down-time should be minimal.

CITY LIBRARIAN'S REPORT
Mr. William Ramirez

1. Use of the main library on Sundays continues to be popular. During July and August the average count on Sundays was 1,100 patrons.

2. Mr. Ramirez urged Commissioners to view the various exhibits on display in the main library.

SECRETARY'S REPORT
Mr. Richard Walsh

1. The Commission Room was painted last week. Pat Akre is creating a exciting exhibit for the room which should be completed in two months.

2. A new vinyl floor will be installed at Richmond Branch next week.

3. Commissioners were presented a list of various branch remodeling/restoration projects that were coordinated by Mr. Walsh and Mrs. Scannell during last fiscal year.

LIBRARIAN'S GUILD

1. Florence Mitchell asked about the status of filling the Coordinator of Childrens Services position and the adult librarian for the reading centers. Commissioner Callanan asked that a progress report be presented to the Commission at the next regular meeting.

OTHER STAFF REPORTS

1. Anne Halderman reported that a special program will be presented at Mission Branch tomorrow in conjuction with the film The Ballard of Gregorio Cortez.

FRIENDS OF THE LIBRARY

1. Ticket sales are going well for the lecture series. Alice Walker and Doris Lessing single tickets are sold out. The lectures will be signed for the deaf.

2. The Friends have received a $3,000. grant from the Moscone Center to continue City Guide tours of the Center and South of Market area.

3. Three programs in August honoring Israel's 35th Anniversary and co-sponsored by Friends were well attended. Several hundred books were given to the Library to mark the Celebration.

4. Project Read. The Friends' Literacy Program, has a new telephone listing. 621-READ. Two orientation meetings for new volunteers are scheduled for September 7 and 12. The background and objectives of Project Read will be discussed as well as information given about training programs and agency placement possibilities.

Linda Church of Laubach Literacy and Jonathan McKallip of Literacy Volunteers of America will give a volunteer management course on Thursday, September 22; Linda Church will

conduct training sessions on Thursday, Friday, Saturday, September 29 and 30, October 1.

KEEP LIBRARIES ALIVE

1. No report.

REPORTS OF STANDING COMMITTEES
FINANCE

1. Commissioner Mary Louise Stong moved the adoption of Resolution #1311; this was seconded by Commissioner Jebe and unanimously approved.

RESOLUTION #1311

AUTHORIZING ACCEPTANCE OF GIFT OF $90,000. FROM THE HENRY BOWLES ESTATE FOR THE RESTORATION AND REHABILITATION OF THE MAIN LOBBY OF THE SAN FRANCISCO PUBLIC LIBRARY.

WHEREAS, $90,000 from the Henry Bowles estate has been designated as a bequest to the Friends of the San Francisco Public Library for benefit of the library, and

WHEREAS, the Library Commission and the Friends have agreed that the highest and best use of these funds would be the restoration and rehabilitation of the main lobby of the main library, and

WHEREAS, federal matching funds are available through the Office of Historical Preservation as grants-in-aid for such restoration projects, now therefore be it

RESOLVED, that the San Francisco Public Library Commission accepts with gratitude $90,000 from the Henry Bowles estate for the restoration and rehabilitation of the main library lobby.

PERSONNEL COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Jebe moved the adoption of Resolution #1310 this was seconded by Commissioner Stong and unanimously approved.

RESOLUTION #1310

Approval of Resolution 1310, Non-Civil Service Temporary and recertification of Temporary appointments made during the month of August, 1983. Also resignations of Non-Civil Service Termporary and part-time positions made during the month of August, 1983.

PLANNING AND OPERATIONS COMMITTEE

The Committee met on August 11 at 12:15 PM in the Commission Room. The following items were discussed at the meeting:

1. Main Library Security

   Mr. Frantz has met with the Assistant City Attorney who is helping the library draft new rules and regulations for acceptable behavior in the library.

   The Emergency Procedures Manual has been completed.

   Mr. Frantz is compiling a security manual.

   Mr. Frantz will prepare an interim security policy for possible adoption by the Commission at the September 6 meeting.

2. Planning

   Mrs. Scannell reported that the official operating manual for the library is being reviewed and updated.

3. National Democratic Convention

   Mrs. Halderman reported that San Francisco Public Library is planning to staff a booth at the convention to provide reference and information service to delegated and newsmen attending the convention. It is hoped that by providing this service it will help build a constituency for free public library service.

4. Space Needs

   James Reilly is planning new CLSI computer facilities in space behind the Science department.

5. Gifts

The committee feels that the library should have acknowledgement cards for gifts given to the library and more publicity should be attached to receiving gifts. FREE may aide this publicity.

6. Main Lobby

Plans are progressing for remodeling the Main Lobby. A new directory will be installed which will detail departments and subject locations throughout the building.

Today after lengthy discussion, it was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved that the following policy statement be adopted:

The San Francisco Public Library Commission adopts as an interim and temporary policy, the following priorities in the deployment of main library security personnel:

1. Man front entrance desk

2. Hourly patrol of the public service departments and open stack areas.

3. When a third guard is on duty, man the exit gate

4. When a fourth guard is on duty, increase frequency of patrols.

5. When a fifth guard is on duty, visits to branches where there are or have been problems.

On an as needed basis, guards also operate an elevator.

These priorities are subject to change during and after the remodeling of the main library and will be superseded by the completion and adoption of the comprehensive security policy.

PUBLIC RELATIONS COMMITTEE
Commissioner Edward Bransten

1. No report.

NEW BUSINESS

1. Commissioner Jebe reported that because of excessive downtime on CLSI, Excelsior, Mission and Richmond branches collectively had 17,386 books that were unavailable for circulation. Commissioners expressed their deep concern for the recent problems involving CLSI.

   Mr. Ramirez detailed some steps being taken which should limit downtime:

   - Surplus equipment and supplies have been removed from the Computer Room to ease problems of cleaning.
   - Doors and windows have been weatherstripped.
   - Air conditioning has been installed.
   - The room will be painted.
   - There will be no eating, drinking or smoking allowed in the room.
   - Efforts will be made in establishing a 24 hour/day CLSI staff.

   Commissioner Callanan asked Mr. Ramirez to prepare a progress report on CLSI for the next regular meeting, as well as the anticipated costs for runnint the system 24 hours/day.

There being no further business to transact, the September 6, 1983 Library Commission Meeting was adjourned at 5:45 PM.

The next regular meeting will be held Tuesday, October 4, 1983 at 4:30 PM in the main library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1310

August 31, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of August be approved:

3602 Library Page P/T

Brandon, Theresa
Chan, Pauline
Coppola, Christopher
Harvey, Stacy
Lacques, Madeline
Reese, Kitty
Richman, Jan
Ryce, Walter
Tennyson, Claudia
Washington, Jill
Washington, Lydia

3610 Library Assistant

de Lemos, Dorothy
Jackson, Corine
Kennison, Merideane
Marvin, Ambrosia
Vassallo, Norberto
Wagner, Theresa

3632 Librarian II

Houston, Sally

3616 Library Technical Asst I

Lynch, William

3634 Librarian III

Sullivan, Patricia

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Ballard, Stephen
Campos, Andre
Lee, Kin Chung
Soto, Carol
Wilde, James

3616 Library Technical Asst I

Young, Evanda

Documents Department

DOCUMENTS DEPT.

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SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
OCTOBER 4, 1983
Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday, October 4, 1983 in the Commission Room of the main library.

The meeting was called to order at 4:35 PM by President Raymundo.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo and Stong.

Commissioners Richardson and Stern were excused.

It was moved by Commissioner Stong, seconded by Commissioner Jebe and unanimously approved that the September 6, 1983 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Lucio C. Raymundo

1. President Raymundo reported that the teachers tea at Richmond Branch was attended by twenty-three teachers and librarians representing seven schools. A special thank you was extended to Joan Dillon, Grace Ruth and Elaine Seed.

2. President Raymundo asked Commissioner Jebe to work with the Art Commission during the placement of the Simon Bolivar statue in the Civic Center area.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Terri Simpson, Administrative Assistant to the City Librarian, was introduced to the Commission.

2. William Ramirez reported that CLSI has been operating well during the last month and has experienced no down-time. Various improvements have been completed in the Computer Room. He also reported that five staff members would be needed if it were decided to run the computer 24 hours per day. The annual cost for this staff would be $104,000 plus fringe benefits.

3. Anne Halderman reported that the library is submitting a proposal for a grant of $192,000 of LSCA funds for a community-based adult literacy program in San Francisco.

4. The San Francisco Public Library is submitting a proposal for a grant of $1,000 toward the purchase of a microcomputer and training services for adult microcomputer literacy training.

SECRETARY'S REPORT
Richard Walsh

1. No report.

LIBRARIAN'S GUILD

1. Florence Mitchell asked about the status of filling the position of Coordinator of Childrens Services. Mr. Frantz said that Fran Kaplan, Civil Service, will be meeting with him later this week to discuss job specifications which will enable publication of a job announcement.

FRIENDS OF THE LIBRARY

1. Nearly 70 people took the volunteer tutor training course given by the field directors of Laubach Literacy Action and Literacy Volunteers of America on September 29, 30, October 1. They will be assigned to one of twelve agencies that have requested volunteer tutorial aides. Several corporations are encouraging their employees to join the program.

2. A grant of $35,000 has been awarded to the Friends by the Irwin Foundation for general support of the main library lobby remodelling. A November starting date is anticipated.

3. Thirty children participated in Debra Disman's workshops held twice on Saturday, October 1 at B. Dalton Bookseller, co-sponsor of the program. On Thursday and Friday children read their own stories along with children's authors Stephen Cosgrove and Anne Johnson. An 18 foot window display of photographs, sample books created by children who participated in branch library workshop sessions, and tools of the art of storymaking filled the Kearny Street side of B. Dalton.

4. Saturday, October 1st was the first training session for thirty-six new volunteer tour guides who will conduct historical and architectural walks around San Francisco.

   The first benefit for City Guides was held on Sunday, October 2, at Fort Mason's Pier 3. People took a step back to the 50's with classic cars, film clips, trivia games, tap dancing, burgers, fries and cherry cokes.

5. Friends will buy a letter-quality printer for the Library to use with its Apple II computers.

REPORTS OF STANDING COMMITTEES
PERSONNEL COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Jebe moved the adoption of Resolution 1312, this was seconded by Commissioner Callanan and unanimously approved.

RESOLUTION #1312

APPROVED, Non-Civil Service Temporary and recertification of Temporary appointments made during the month of September, 1983; also resignations of Non-Civil Service Temporary and part-time positions made during the month of September, 1983.

FINANCE COMMITTEE
Commissioner Edward F. Callanan Jr.

1. It was moved by Commissioner Callanan, seconded by Commissioner Jebe and unanimously approved that Resolution #1313 be adopted.

RESOLUTION #1313

AUTHORIZING APPLICATION FOR AND ACCEPTING OF FEDERAL FUNDS THROUGH THE CALIFORNIA STATE LIBRARY FOR MINORITY RECRUITMENT TRAINING FUNDS FOR 1983-84.

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the assistance of minority students in training for librarianship; and

WHEREAS, members of minority groups are underrepresented in the library profession statewide and in San Francisco; and

WHEREAS, the San Francisco Public Library is desirous of making application to the California State Library for funds to sponsor students for such training, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal funding for 1983-84 as provided by such grants, not to exceed $10,000, as approved by the State of California; and be it

FURTHER RESOLVED, that shis approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

2. Commissioner Callanan moved the adoption of Resolution #1314. This was seconded by Commissioner Stong and unanimously approved.

RESOLUTION #1314

WHEREAS, the California State Library has allocated funds from the Library Services and Construction Act to assist library staff members in increasing the

microcomputer literacy of adults in the community, and

WHEREAS, the San Francisco Public Library is eligible to participate in a training program and for a grant of $1,000 toward purchase of a microcomputer, and

WHEREAS, the San Francisco Public Library is advancing toward more comprehensive automation and computer-based services, now therefore,

BE IT RESOLVED, that the San Francisco Public Library Commission hereby authorizes the City Librarian to apply for and accept the training services and funds available for adult microcomputer literacy training.

3. Commissioner Callanan moved the adoption of Resolution #1315; this was seconded by Commissioner Stong and unanimously approved.

RESOLUTION #1315

WHEREAS, the California State Library has committed up to $2.5 million in funds from the Library Services and Construction Act to support community-based programs for adult literacy in California, and

WHEREAS, The San Francisco Public Library, in cooperation with the Friends of the Library, are engaged in a coordinating effort to help illiterate or functionally illiterate adults to aquire higher level reading skills, now therefore,

BE IT RESOLVED, That the San Francisco Public Library Commission authorizes the City Librarian to apply for accept $192,000 in LSCA funds for a community-based adult literacy program in San Francisco.

PLANNING AND OPERATIONS COMMITTEE
Commissioner Mary Louise Stong

1. The Planning and Operations Committee met on Tuesday, September 20th at 12:15 PM, in the Commission Room. Commissioners Stong and Jebe were present. Commissioner Bransten was excused.

Commissioner Stong reported that lobby remodeling specifications have been approved by the Commission.

Since the architect for the public restroom remodeling has not been selected, no decisions have been made on the use of space for areas adjacent to the lobby. Special condiseration is being given to providing a seperate restroom for children.

PUBLIC RELATIONS
Commissioner Edward Bransten

1. No report.

NEW BUSINESS

1. No report.

There being no further business to transact, the October 4, 1983 Library Commission Meeting was adjourned at 5:15 PM

The next regular meeting will be held Tuesday, November 1, 1983 at 4:30 PM in the main library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1312

September 30, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September be approved:

3602 Library Page P/T

Callo, Edgar
Chan, Pauline
Cheng, Linda
Feliciano, Theresa
Francois, Carol
Harvey, Stacy
Lee, Sharlene
Leung, Catherine
McConica, Ronald
Miller, Matthew
Pappadakis, Debra
Patel, Padma
Reese, Kitty
Tennyson, Claudia

1829 Operations Analyst

Simpson, Terri S.

3602 Library Page

Ng, Alice P.

3630 Librarian I

Zuckerman, Louise

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Bacchetti, Marina
Bonotto, Gail
Chan, Dennis
Chow, Edmond
Hughes, Gail
Lee, Linda
Neves, Lawrence
Ngan, Celina
Quon, Rachel
Reilly, Mary
Tran, Hong C.

3616 Library Tech Asst I

Clark, James R.
Fujimaki, Mary P.

Documents Department

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PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
November 1, 1983

The regular meeting of the San Francisco Public Library Commission was held Tuesday, November 1, 1983 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by 1st Vice-President Callanan.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Richardson, Stern and Stong.

President Raymundo was excused.

It was moved by Commissioner Jebe, seconded by Commissioner Bransten, and unanimously approved that the October 4, 1983 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Lucio C. Raymundo

1. No report.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Terri Simpson reviewed for Commissioners Mayor Feinsteins' letter concerning the Library's FY 82-83 performance under the Management by Objectives program which was the Library's third year on MBO.

   Highlights of the most important indicators of performance last year included:

   - The Main Library had a 23.6% increase in patronage.
   - There was a 34% increase in circulation at Western Addition branch.
   - The Bernal Branch's outreach to children of that area resulted in a juvenile circulation of 47%, the second highest for all branches.

   The Mayor noted that there continues to be facilities with a high unit cost and low usage.

   - The Waden branch had the lowest circulation and had the highest unit cost of $6.47.
   - The reading centers experienced a 4% decline in circulation and a 3.6% increase in the unit cost of circulation. Clearly these reading centers are not cost effective with declining circulation and increased costs.

The Mayor asked that the Commission work with staff to develop a plan for reversing this trend in these facilities and report back to her by January 31, 1984.

A copy of the Mayor's letter and her remarks are attached to the file copy of these minutes.

2. Karen Scannell reviewed for the Commission branch MBO statistics for the first quarter of FY 83-84.

3. Mr. Frantz will ask the Friends to mount a campaign with Shirley Montague's help to increase the visibility and use of Waden branch.

4. Upon the recommendation of the City Librarian it was moved by Commissioner Stern, seconded by Commissioner Stong and unanimously approved that Chinatown branch be closed at 5:00 PM on February 1, 1984 in celebration of Chinese New Year.

5. Upon the recommendation of the City Librarian, it was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved that the City Librarian shall establish a "fine free week" which will help recover overdue library materials.

6. Grant funds from SB358 will total approximately $210,000. Mr. Frantz suggested that some of the funds should be used for:

   - Purchasing juvenile board books for all branches and begin aquisition of juvenile video tapes;

   - initial test of an on-line cataloging system;

   - acceleration of adoption of CLSI by forming a special team which can get branches on-line in a much shorter time than at present.

7. Joan Dillon retired as Assistant Coordinator of Childrens Services on October 28. Betty Schwabacher will be acting Assistant Coordinator for the month of November. Other childrens librarians have been asked to serve in this position until a Coordinator of Childrens Services has been selected through the civil service process.

8. The City has accepted a 30 foot statue of Simon Bolivar which will be located in the middle of Fulton Street.

9. The Advisory Committee for the Talking Books Library will convene its first meeting on November 3 at 4:00 PM in the Presido Branch. President Raymundo will convene the group.

SECRETARY'S REPORT
Mr. Richard P. Walsh

1. Ed Farrell, Haight Ashbury Community Coalition, reviewed administrative changes the coalition has recently undertaken. Frank Naccarato will replace Mr. Farrell as liasion between the Library Commission and the coalition.

2. A sign has been affixed to Park branch which is visible from Haight Street which clearly identifies the building as a library.

LIBRARIAN'S GUILD

1. Florence Mitchell expressed the Guilds concerns about the lack of a childrens coordinator and questioned rotation of chilrens librarians into the assistant coordinator position. Mr. Murphy explained that he is attempting, through Civil Service, to compensate these librarians at the Librarian III salary level.

2. Florence Mitchell asked the status of the vacant librarian II position assigned to the Librarian's Office. Karen Scannell explained that this position is being used at branches as a vacation/sick time fill in.

3. There is no established deadline for filling the position of Coordinator of Childrens Services although Mr. Murphy stated the position should be filled in 4-6 months.

OTHER STAFF REPORTS

1. Anne Halderman reported that Safeway distributed bags promoting libraries during the month of October.

   It was moved by Commissioner Jebe, seconded by Commissioner Stong and unanimously approved that letters of thanks be sent to Mr. Louie Gonzales, Oakland Public Library Board and Mr. McGowan, Chairman of the Board of Safeway Stores, Inc.

FRIENDS OF THE LIBRARY

1. Margaret Mayer, Friends director, fell and broke her ankle last week. Repair of the broken bones will take many weeks.

KEEP LIBRARIES ALIVE

1. Sally Brunn pursuaded the Bay Guardian to oppose Proposition C on the November ballot.

REPORTS OF STANDING COMMITTEES
PERSONNEL COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Jebe moved the adoption of Resolution #1316, this was seconded by Commissioner Richardson and unanimously approved.

RESOLUTION #1316

APPROVED, Non-Civil Service Temporary and recertification of Temporary appointments made during the month of October, 1983; also resignations of Non-Civil Service Temporary and part-time positions made during the month of October, 1983.

FINANCE COMMITTEE
Commissioner Edward F. Callanan Jr.

1. No report.

PLANNING & OPERATIONS COMMITTEE
Commissioner Marjorie G. Stern

1. There was no meeting in October.

2. Friends have asked for use of space on the first floor (currently known as the ladies lounge) to establish a Friends sales shop.

   The matter was referred to the next Planning & Operations Committee meeting for further discussion. The next Planning & Operations Committee meeting is scheduled for Tuesday, November 15 at 12:15 PM in the Commission Room.

PUBLIC RELATIONS
Commissioner Edward Bransten

1. No report.

NEW BUSINESS

1. None.

There being no further business to transact, the November 1, 1983 Library Commission Meeting was adjourned at 5:40 PM.

The next regular meeting will be held Tuesday, December 6, 1983 at 4:30 PM in the main library.

Respectfully submitted,

Richard Walsh

Richard Walsh, Secretary
Library Commission

RESOLUTION #1316

October 31, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October be approved:

3602 Library Page P/T

Poon, Helen
Quach, Trinh
Shulman, Lesah
Wong, Jones
Woo, Frances

3602 Library Page

Ng, Nora

3610 Library Assistant

Brummel, Basil E.
Garber, Eric S.

3616 Library Technical Assistant I

Lopes, Anthony P.
Williams, Betty J.

7344 Carpenter

Mattias, Jr., Chris G.

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3602 Library Page P/T

Chu, Brashire
Guevara, Leticia
Hargis, Joanne
Ozaki, Doreen
Szeto, Johnny

3602 Library Page

Lambel, Joel

8202 Security Guard

Byrne, Neil

Documents Department

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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
December 6, 1983

The regular meeting of the San Francisco Public Library Commission was held Tuesday, December 6, 1983 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Raymundo.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Richardson, Stern and Stong.

It was moved by Commissioner Stong, seconded by Commissioner Bransten, and unanimously approved that the November 1, 1983 Commission Meeting minutes be approved.

PRESIDENT's REPORT
President Lucio C. Raymundo

1. President Raymundo reported that Mayor Feinstein has asked for greater participation and attendance at official functions by city commissioners. She is also asking that commissioners support a new sports stadium in China Basin.

2. President Raymundo reported on the death of Edwin and Rachel Castagna. Mr. Castagna was Acting City Librarian from August 5, 1976 through January 31, 1977.

   Commissioner Stern moved that todays meeting be adjourned in their memory, that a meeting of remembrance be held at the library and that a book be added to Special Collections in their memory. This was seconded by Commissioner Callanan and unanimously approved.

3. On November 21, the Board of Supervisors appointed Commissioner Walter G. Jebe to the BALIS System Advisory Board.

4. President Raymundo appointed Commissioner Stong, Chair and Commissioners Richardson and Jebe to the nominating committee for selection of a slate of officers for 1984.

5. Dr. Rose Resnick, chair of the Talking Books Advisory Committee, was introduced to the Commission. Dr. Resnick reported the committee held its first meeting on November 3.

   The committee requested that its membership be increased from seven to nine individuals. It was moved by Commissioner Stern,

seconded by Commissioner Stong and unanimously approved that there be nine members for the Talking Books Advisory Committee. Helen Varela was added to the list of members as well as Tracy Evans, a youth member.

Dr. Resnick explained how more publicity and exposure will be given to the Talking Books Library. She also stated that more support is needed for increased staffing as well as upgrading and replacement of equipment at the library.

An open house will be held from 10:00 AM to 6:00 PM February 14, 1984 at the Talking Books Library to help publicize the services offered at the library.

CITY LIBRARIAN'S REPORT
John C. Frantz

1. Margaret Ysturiz was introduced to the Commission. She has been assigned assistant Coordinator of Children's Services for the month of December.

2. Mr. Frantz presented a revision of the library's rules developed in consultation with the City Attorney's office. After brief discussion it was moved by Commissioner Callanan, seconded by Commissioner Jebe and unanimously approved that the list of rules be adopted.

3. Commissioners were asked if they wished to change their "adopion" of resource branches for 1984. Commissioners will inform the Secretary of their preferences for 1984.

4. There will be better promotion of use of Waden Branch. A teachers tea is scheduled, the childrens book collection will be enhanced and the Friends will sponsor a publicity drive.

SECRETARY'S REPORT
Mr. Richard P. Walsh

1. It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved that Resolution #1318 be adopted.

RESOLUTION #1318

RESOLVED, the Library Commission authorizes the City Librarian or his designee to acquire federal surplus property from the California State Agency for Surplus Property when such property becomes available and is useful to the library.

2. Commissioners commended Pat Akre, San Francisco History Room and Chris Mattias, carpenter for their efforts in refurbishing the Commission Room. The Carnegie branch display and San Fran-

cisco panorama are welcomed additions to the walls.

LIBRARIAN'S GUILD

1. Florence Mitchell requested a change of schedule for the holiday season.

   It was moved by Commissioner Jebe, seconded by Commissioner Bransten and unanimously approved that the library be closed December 24, 25, 26, January 1, 2 and that it be closed at 5:00 PM on December 31.

OTHER STAFF REPORTS

1. There was lengthly discussion about current vacancies of Coordinator of Childrens Services and Librarian III in the Office of Children's Services.

   Debby Jeffery, Main Childrens Room, expressed her concerns in the current rotation of childrens librarians serving as assistant coordinator. She stated that this practice is resulting in lack of continuity and leadership needed by childrens librarians. She requested that a permanent assignment be made in the position of assistant coordinator.

   Marge Sussman, Mission Branch, stated that an assistant coordinator is needed to help interpet library policy.

   Linda Geistlinger, West Portal Branch, thanked Commissioners for progress made in filling the coordinator position. She also stated that one person should be in the coordinators office to enable consistency until the new coordinator is selected.

   Joan Goldman, Eureka Valley Branch, questioned the validity of MBO. She stated that increased numbers of programs do not necessarily result in better programs or better service to the children.

   Sally Houston, History Department, explained her experience as a childrens librarian and the importance of having strong professional leadership.

   Joan Goldman restated that the group is requesting that the assistant coordinator's position be filled by the same librarian until a coordinator is employed.

   Mr. Frantz said that Civil Service has determined that a list of eligibles for Coordinator of Childrens Services should be adopted in late April.

   Mr. Murphy said a supplemental appropriation is in the Mayor's Office for filling the vacancy of librarian III in that office.

It was moved by Commissioner Callanan, seconded by Commissioner Jebe and unanimously approved that President Raymundo be empowered to contact the Mayor asking that she expedite the supplemental appropriation request.

Florence Mitchell stated that there is currently one extra Librarian III in the system and asked why that position cannot be assigned as assistant coordinator. Mrs. Scannell stated that this position is being used as a fill-in at the branches.

FRIENDS OF THE LIBRARY

1. The second volunteer training session for Project Read on November 14 and 16 added 24 new tutors to the literary program. The Friends participated in submitting a proposal to the State Library for a grant of $198,000 to fund the first year of a two year pilot program of volunteer tutor recruitment, training and referral to agencies teaching adult basic education.

2. The seventh graduating class of volunteer City Guides received certificates on November 29 bringing the number of active guides to 187. The program is currently funded, in part, by a grant from the Jewett Foundation.

3. Friends purchased "The Song of Roland" published in 1906 by Riverside press in Cambridge, Mass. This is one of designer Bruce Rogers most important books. At a cost of $800, it is a valuable addition to the collection on the History of Printing and Development of the Book.

4. Another mini-book sale is scheduled for December 11.

5. The B. Dalton-funded Art of Storymaking workshops in December at Park and Western Addition both culminate in special holdiay performances of puppetry and masque. An inservice training program in the art of storymaking is planned in January for parents, teachers, librarians, and childcare providers.

KEEP LIBRARIES ALIVE

1. A letter will be sent to all persons who helped obtain passage of SB358.

2. Everyone should write to the governor urging him to use surplus funds for full funding of the public library foundation program in 1984-85. Only 27.5 million is needed to fund the entire program.

REPORTS OF STANDING COMMITTEE
PERSONNEL COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Jebe moved the adoption of Resolution #1317, this was seconded by Commissioner Richardson and unanimously approved.

RESOLUTION #1317

APPROVED, Non-Civil Service Temporary and Re-certification of Temporary appointments made during the month of November, 1983, and also resignations of Non-Civil Service, temporary and part-time positions made during the month of November, 1983.

FINANCE COMMITTEE
Commissioner Edward F. Callanan Jr.

1. No report.

PLANNING & OPERATIONS COMMITTEE
Commissioner Marjorie G. Stern

1. The Planning and Operations Committee met on November 15 at 12:15PM in the Commission Room. Various uses for the space currently known as the womans public restroom anteroom were discussed. Suggested used of the space include meeting room, small popular library, carrell area, friends museum/shop, public lockers. A meeting of the committee is tentatively scheduled for Wednesday, January 4 at 12:15 PM, Commission Room, Main Library, to further discuss use of this space.

PUBLIC RELATIONS
Commissioner Edward Bransten

1. No report

NEW BUSINESS

1. No report.

There being no further business to transact, the December 6, 1983 Library Commission Meeting was adjourned at 6:35 PM in memory of Edwin and Rachel Castagna.

The next regular meeting will be held Tuesday, January 3, 1983 at 4:30 PM in the main library.

Respectfully submitted,
Richard Walsh
Richard Walsh, Secretary
LIBRARY COMMISSION

RESOLUTION #1317

November 30, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November be approved:

1424 Clerk Typist

Kwan, Connie

3602 Library Page

Lewis, Loren

3610 Library Assistant

Brean, Marjorie

3630 Librarian I

Trifilo, Donna

3602 Library Page P/T

Burgos, Andrew
Chow, Katie
Comoda, Jose
Dinkins, Angela
Esteves, Alfonso
Hall, Anjie
Harrison, Robert
Landry, David
Wong, Ivy

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3537 Tech. Instr. Asst./Media

Mocenigo, Roger

3616 Library Tech. Asst. I

Marrow, Mark

3602 Library Page P/T

Baum, Katherine
Guevara, Leticia
Szydlowski, Joseph

Documents Department

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JAN 11 1984

SAN FRANCISCO
PUBLIC LIBRARY

Minutes

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING
January 3, 1984

The regular meeting of the San Francisco Public Library Commission was held Tuesday, January 3, 1984 in the Commission Room of the main library.

The meeting was called to order at 4:30 PM by President Raymundo.

On roll call the following Commissioners were noted present: Bransten, Callanan, Jebe, Raymundo, Stern and Stong.

Commissioner Richardson was excused.

It was moved by Commissioner Stong, seconded by Commissioner Stern, and unanimously approved that the December 6, 1983 Commission Meeting minutes be approved.

PRESIDENT'S REPORT
President Lucio C. Raymundo

1. President Raymundo wished everyone a Happy New Year. He hopes 1984 will bring continued budget support and allotment increases for SB358.

2. Commissioner Stern presented The Perfection of Wisdom to Mr. Frantz. This gift is the first Tibetan book in the San Francisco Public Library collection. She also gave the library a copy of Journey into China, an anthology of articles and photographs published by the National Geographic Society.

CITY LIBRARIAN'S REPORT
Mr. John C. Frantz

1. The California State Library approved an application to conduct a literacy project in San Francisco. It awarded San Francisco Public Library $180,00, the third highest award for this program in the state.

2. The San Francisco allotment for this year under SB358 is $187,988. This amount will be paid in two installments: 2/3 will be paid about February 15 and the balance about May 15.

3. Patricia Sullivan was introduced to the Commission. She has been assigned assistant Coordinator of Children's Services until the supplemental budget request for the librarian III position is approved. The supplemental has been approved by the Mayor and the supplemental is on the agenda for next Wednesdays Finance Committee of the Board of Supervisors.

4. Mayor Feinstein will be sworn in on January 9 at noon. Commissioners are invited to attend.

5. Mr. Frantz will be attending a management seminar sponsored by Transamerica from February 6-10.

SECRETARY'S REPORT
Mr. Richard P. Walsh

1. No report.

LIBRARIAN'S GUILD

1. No report.

OTHER STAFF REPORTS

1. Mr. Ramirez presented a report which compared 1st quarter 1983/84 to 1st quarter 1982/83 main library statistics.

2. James Reilly reported that the upgrade to CLSI should be completed this month.

3. Karen Scannell announced the Automation Committee and the Education Opportunity Committee have arranged a workshop on January 27. It will be a repeat on "Connect Time" offered here in October by BALIS. Funding is provided by the Friends staff development grant. Joan Frye Williams of J. Matthews and Associates will conduct the workshop.

FRIENDS OF THE LIBRARY

1. Recent contributions to the Friends for the main lobby restoration project total $66,000. This amount added to the $90,000 bequest from the estate of Henry M. Bowles now bring total contributions to about $150,000.

2. The Library received an LSCA grant of $180,000 for which the Friends will act as fiscal agent and grant administrator. The money will fund a one-year pilot literacy project designed to increase basic literacy training opportunities by building on existing programs for English-speaking adults.

3. Shirley Lowes has been retained for an additional six months as PR consultant to promote library services and Friends' activities. At present, she is assisting Waden Branch in efforts to increase usage.

4. Friends have received $2,075 from the Deaf College Fund, Hall House for the Deaf and U.S. Bancorp to establish a fund for donations and sales of video tapes, ie: What is a Bank and American Deaf Culture.

TALKING BOOKS ADVISORY COMMITTEE

1. No report. The committee meets Wednesday, January 4.

REPORTS OF STANDING COMMITTEE
PERSONNEL COMMITTEE
Commissioner Walter G. Jebe

1. Commissioner Jebe moved the adoption of Resolution #1319, this was seconded by Commissioner Callanan and unanimously approved.

RESOLUTION #1319

APPROVED, Non-Civil Service Temporary and Re-certification of Temporary appointments made during the month of December, 1983, and also resignations of Non-Civil Service, temporary and part-time positions made during the month of December, 1983.

FINANCE COMMITTEE
Commissioner Edward F. Callanan Jr.

1. No report.

PLANNING & OPERATIONS COMMITTEE
Commissioner Marjorie G. Stern

1. No report. The committee meets Wednesday, January 4.

PUBLIC RELATIONS
Commissioner Edward Bransten

1. No report.

NEW BUSINESS

1. Commissioner Stong reported that the Nominating Committee agreed to, and she moved the adoption of the following slate of officiers for 1984: President: Commissioner Callanan, 1st Vice President: Commissioner Stong, 2nd Vice President: Commissioner Stern. This was seconded by Commissioner Jebe and unanimously approved.

2. On behalf of the Commission, Commissioner Callanan thanked President Raymundo for his excellent leadership and hard work during 1983.

There being no further business to transact, the January 3, 1984 Library Commission Meeting was adjourned at 4:55.

The next regular meeting will be held Tuesday, February 7, 1984 at 4:30 PM in the main library.

Respectfully submitted,
Richard Walsh
Richard Walsh, Secretary
Library Commission

RESOLUTION #1319

December 31, 1983

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December be approved:

2708 Custodian

Coleman, Sinclair

3537 Tech. Instr. Asst/Media Mgr.

Thomas, James

9732 Staff Aide II, Special Project

Charnes, Rick B.

3602 Library Page P/T

Chu, Brashire
Crews, Nick

AND FURTHER, that the following resignations of Non-Civil Service, temporary and part-time positions be accepted:

3610 Library Assistant

Zoppel, Carol

3630 Librarian I

Silverblatt, Cheryl
Chisaki, Jane

3602 Library Page P/T

Benard, Robin
Carson, Jeffrey

Documents Department